**OAK TREE PARK AND RECREATION DISTRICT**

**18847 Oak Tree Road, Nevada City, CA 95959**

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**January 16, 2023**

**MINUTES**

**PRESENT:** Michael Travers, Chair; Anne Solik; Mike Easter, Carol Chadima, Tom Wade

**ABSENT:** -

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM, roll taken, five members present, quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT ON MATTERS NOT ON AGENDA:** *As per the Brown Act, members of the community are free to speak on any item of interest to the public that is within the subject matter jurisdiction of the Board. The Chair will recognize individuals who wish to speak. Comments should be directed to the Board. Each individual shall be given one opportunity to speak. Please limit your comments to five minutes*
3. **CONSENT CALENDAR:**
	1. Approval of, January 16, 2022Agenda – Anne Solikmoved to approve the January Agenda. Tom Wade seconded. Motion approved by unanimous vote.
	2. Approval of December 19, 2022Minutes- Solikmoved to approve the December Minutes. Wade seconded. Motion approved by unanimous vote.
4. **ANNOUNCEMENTS:** *As per the Brown Act, a Board member may make a brief announcement or report on his or her own activities. Board members may also provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*
	1. Carole Chadima presents a light up road safety puck with the idea to sell them as a fund raiser for the park.
5. **REPORTS:**
	1. Library Report; Renee Wade- see attached December 2022 and January 2023
	2. Board Member Reports and Projects
		1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
			1. Travers reports to file liability insurance. Needs to get a copy of liability insurance from the library.
		2. **Treasurer’s Report** – Anne Solik
			1. Solik reports she is working on the 2020 audit. She will be in touch with Catherine Rice re: depreciation schedule.
			2. Solik has the contract with Smith & Newel for Michael Travers to sign now; Solik will scan and send on 1/17/23.
			3. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.*

A list of warrants presented by Reese, signatures gathered. Solik motions to approve warrants as presented. Seconded by Wade. Action approved by unanimous vote.

* + - 1. Accounts Receivable – *funds paid to the district.*

Receivables from KidsKount, Library, t-shirts; all totaling $1,282.54.

* + 1. **Outreach Report –** Anne Solik/Christina Reese- County/Web Page**-** Reese presents the new webpage at [www.oaktreepark.net](http://www.oaktreepark.net) hosted by Streamline
		2. **Special Projects Reports**
			1. **Playground Development Project Update**- Travers reports he can’t get ahold of Brian at Sierra Land Solutions, project is on hold until weather permits progress.
			2. **Quimby Fund Balance and account Status Report-** Solik reports there is approximately $12,500 in the Quimby Fund which can be transferred into the Park Account with a board vote (**ACTION**)

M. Travers makes a motion to transfer Quimby Funds into Oak Tree Park Account. Wade seconds.

Action approved by unanimous vote.

1. **NEW BUSINESS**
	1. **2023 New Projects List, discussed items include**
		1. Continuing personal development
		2. Annex to create a space for events/meeting center
		3. Skate park
		4. Master Plan for Grants
		5. Volley ball and Horseshoe courts
	2. Library contract to be evaluated in Oct/Nov, when current contract ends.
2. **OLD BUSINESS**
	1. **HVAC bids reviewed (ACTION)**

All Phase Heating and Air give a bid of $11,000 to replace the HVAC unit.

Mike Easter motions to accept this offer. Solik seconds.

Action approved with unanimous vote.

1. **NEXT MEETING:** Next regular meeting is Monday February 20, 2022
2. **ADJOURNMENT:** Meeting adjourned at 6:56 PM.

Christina Reese

 Christina Reese, Board Secretary