**OAK TREE PARK AND RECREATION DISTRICT**

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

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**May 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 May 15, 2023Agenda – Tom Wademoved to approve the April Agenda. Anne Solik seconded. Motion approved by unanimous vote.
	2. Approval of April 17, 2023Minutes- Wade moved to approve the April Minutes. Solik 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.*
5. **REPORTS:**
	1. Library Report; Renee Wade- see attached.
		1. Library is working on getting funding to open 5 days a week.
	2. Board Member Reports and Projects
		1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
			1. Travers reports our insurance carrier is no longer covering OTP and our broker will help find another insurance company. Travers has applied for personal property and liability coverage.
		2. **Treasurer’s Report** – Anne Solik
			1. Per Capita Grant inspector walked the whole park and passed all inspections associated with the Per Capita Grant. She also signed off on the inspection associated with the purchase of the park property that had been delayed.
			2. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.*

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

-Carole Chadima notices how high the propane bill is and agrees to call to try to get a lower cost for the Library.

* + - 1. Accounts Receivable- Receivables from KidsKount, Library.
		1. **Outreach Report-** Solik is working on fulfilling audit requests
		2. **Special Projects Reports**
			1. **Playground Development**

Chadima feels there needs to be a safety net to prevent balls that are being played with in the field from hitting children playing on the playground. She agrees to research this and get prices.

Mike Easter is working on getting quotes on astroturf for the floor of the playground.

1. **NEW BUSINESS**
	1. **Ribbon Cutting ceremony and park party**
		1. Date will be June 17th, 2023 from 12-4:00 pm
		2. Flyer to be printed, Donations (both for raffle and the party itself) are being acquired
		3. Roo will be the MC, 2 bands set up, sound guy cost is being negotiated.
		4. Shade structure, ABC license/certification, porta potty has been/is being secured
		5. BBQ station will be manned by Shawn and help will come from NSJ Fire
		6. Mike Easter will do a Costco run to get things we need that we haven’t gotten donated.
		7. We will have a special meeting to cover Party in the Park details on June 6th, 6:00pm.
2. **OLD BUSINESS**
	1. **No Old Business.**
3. **NEXT MEETING:** Next regular meeting is Monday June 19, 2023
4. **ADJOURNMENT:** Meeting adjourned at 7:00 PM.

Christina Reese

 Christina Reese, Board Secretary