

Buttonwillow Recreation and Park District
Board Minutes
Monday, March 20, 2023

- I. CALL TO ORDER: Board Chairman, John Parsons called meeting to order on Monday, March 20, 2023 at 6:01 p.m.
- II. ROLL CALL: Board Present – John Parsons, Louie Andreotti, Regina Houchin, Cindy Banducci and Andrew Houchin. Staff Present – Megan Lucas
- III. APPROVAL OF AGENDA: Board approved agenda. M/S/A R. Houchin / Banducci. Ayes: A. Houchin, Parsons and Andreotti Noes: None. Motion carried
- IV. APPROVAL OF MINUTES:
 - Minutes from February 21, 2023, M/S/A Banducci / Andreotti Ayes: A. Houchin, Parsons, R. Houchin Noes: None. Motion carried.
 - Minutes from March 3, 2023, M/S/A Andreotti / Banducci Ayes: Parsons, A. Houchin, R. Houchin Noes: None Motion carried.
- V. PUBLIC TIME: Michael Burleson requested information on the next election for board members for the district.
- VI. BUSINESS TO THE BOARD:
 - A. Monthly Bills, Payroll & Financial Report – M/S/A A. Houchin/Banducci. Ayes: Parsons, R. Houchin, Andreotti. Noes: None. Motion Carried.
 - B. Buttonwillow Foundation – The Foundation approved up to \$15,000 for the fireworks show.
 - C. Museum/Jail – No update
 - D. Operations Manual Review and update – The board scheduled a study session for March 27, 2023 @ 5:00p.m. to start going through the manual. No decisions will be made during the study session.
 - E. Employee Handbook Review and update – the board scheduled a study session for March 27, 2023 @ 5:00p.m. to start going through the handbook. No decision will be made during the study session.
 - F. Update on Aquatic Center – Megan will call Melinda from the state to see what the districts options are with the pool. Look into drought related funds that might be able to be used on the pool.
 - G. Pioneer Senior Center – Roof – the board reviewed and approved the quote from S&S roofing in the amount of \$1,100.00. M/S/A R. Houchin / Banducci Ayes: Parsons, Andreotti, A. Houchin Noes: None Motion carried.

- H. 3rd of July Show – The district will be selling sandwiches at the show. Shafter football and Wasco wrestling will be contacted to help with the event. Megan will get a quote from a band to play before the show. Megan will get the firework show on the community calendar with KGET.
- I. Quote for roof repairs at Rec – the board reviewed and approved the quote from S&S roofing for the repairs needed on the Multi Purpose Facilities roof in the amount of \$2,500. They district will be entering into a service agreement with S&S roofing to have them clean the gutters and drains on the roof annually.
- J. Scheduling App for board members – Megan will send out invitations to join a free scheduling app for the board members.
- K. Quote for Fence at museum – Board members reviewed and decided to table the quote for a wooden fence around the museum. Megan will get a quote on a block fence.

VII. CORRSPONDENCE:

VIII. REPORTS: Attached

IX. BOARD MEMBER COMMENTS:

- Banducci – Asked that the landscape contracts do a sprinkler audit every month. The wisteria at Jeffries Park will need to be looked at and possibly be removed.
- Andreotti – There will be a meeting with a representative from David Valadao’s office. He will let Megan know the day and time.

X. CLOSED SESSION: 7:51 p.m.

At this time the board went into closed session pursuant to Government Code 54956.9(b):

- Public Employee Evaluation – Interim General Manager
- Employment Agreement – Interim General Manager

Returned open session at 7:55 PM

Action taken in closed session: No action taken.

XI. ADJOURNMENT: Meeting was adjourned at 7:56 p.m.

Next meeting will be on May 15, 2023, at 6:00 p.m.