

Buttonwillow Recreation and Park District

Board Minutes

Monday, November 16, 2020

- I. CALL TO ORDER: Board Chairman, Andrew Houchin called meeting to order on Monday, November 16, 2020 at 6:00 p.m.
- II. ROLL CALL: Board Present – Andrew Houchin, Chad Ramay, Louie Andreotti, Regina Houchin and John Parsons. Staff Present, Megan Lucas and Stephanie Molina
- III. APPROVAL OF AGENDA: Board approved agenda. M/S/A Ramay/ Andreotti Ayes: A. Houchin, R. Houchin, and Parsons Noes: None. Motion carried
- IV. APPROVAL OF MINUTES: Minutes from October 19, 2020 M/S/A R. Houchin / Ramay Ayes: A. Houchin, Andreotti, Parsons Noes: None. Motion carried.
- V. PUBLIC TIME: None to report
- VI. BUSINESS TO THE BOARD:
  - A. Monthly Bills, Payroll & Financial Reports – Approved- Ramay / Andreotti Ayes: A. Houchin, R. Houchin and Parsons Noes: None. Motion carried.
  - B. Buttonwillow Foundation – Nothing to Report
  - C. Museum / Jail – Contact CHP about moving permit. Board directed Megan to take minutes at the museum meeting and have committee to do leg work on anything else. Museum committee needs to get fence approved.
  - D. Manual of Operations – Resolution to Approve Manual of Operations. This is a living document that can be updated if ajenized during board meeting. Set schedule for Annual Updates and Revisions. M/S/A Andreotti / R. Houchin Ayes: A. Houchin, Ramay, and Parsons. Noes: None
  - E. Well #5 – They are moving along. Regina to ask Mario a few questions regarding the current well and the PG&E meter attached.
  - F. Copier Agreement – the District has enter a 63-month \$1 agreement with Ray Morgan Company for a new copier.
  - G. State Guidelines / COVID – The county moved back into purple today and the facility will be closed to the public.

IX. CORRSPONDENCE:

A.

X. REPORTS:

Megan's Report – 11/16/20

- Drive Thru Trunk or Treat was held in the parking lot of the Multi Purpose Facility. It was a success with about 170 kids driving thru.
- Tree Lighting/ Pictures with Santa – We will be having a drive thru event on December 4<sup>th</sup> at 6:00p.m. where kids can get out of vehicle to take a socially distanced picture with Santa and receive their goodie bag.

General Manager Report – Attached.

IX. BOARD MEMBERS COMMENTS:

- Parsons – Repairs to soccer goal – district willing to pay up to \$200 for repairs. Board wants the goal looked at before to make sure the repair will last.
- A. Houchin – would like to discuss the possibility of putting lights up at the outdoor volleyball court.

X. Meeting Adjourned at 7:32 p.m.

Next meeting will be on December 21, 2020 at 6:00p.m.