**Soledad-Mission Recreation District**

Regular Board Meeting

January 30, 2024 6 PM

Windmill Banquet Room

**Minutes**

1. **CALL TO ORDER:** *The Board opened the Public Meeting at 6:10 PM with an official call to order when Chair Pete Meza arrived and called the January 30 meeting to order at 6:42 PM. Board members present Veronica Fernandez, and Karina Bravo. Board members absent Flavio Diaz Torres. SMRD staff members present Andres Sarabia and Frances Bengtson.*
2. **PUBLIC COMMENT & CORRESPONDENCE:**

*There were no members of the public available for comment. The Board received communication from CAPRI denying request to review 2022 Workers Compensation fees.*

1. **Presentation: Streamline Website Services (10 Minutes)**
2. **Strategic Planning & Infrastructure (5 Min): *Discussion & Staff Direction***
   1. **February 3rd 9 to 1 PM Hartnell Soledad Campus Community Room**
   2. **Board Consideration of proposed Strategic Planning Consultant Fees 2024 ACTION**

*Board member Bravo motioned to approve proposed strategic planning consultant fees and requested billing be split between strategic planning session and then board approval prior to move forward with action steps as identified during the strategic planning session. Board member Fernandez seconded the motion. Motion passed with the following vote:*

|  |  |
| --- | --- |
| Motion made by | Karina Bravo |
| Motion Seconded by | Veronica Fernandez |
| Yeses | P.Meza, V.Fernandez, K. Bravo, |
| Noes |  |
| Abstain |  |
| Absent | F. Diaz Torres & 1 Vacancy Exists |

1. **CONSENT AGENDA- (5 Minutes) ACTION**

*Items on the consent agenda are given to the Board Members prior to the meeting. These items represent routine organizational and operational matters. They are not voted upon separately unless decided on by the board.*

* 1. **APPROVAL OF MINUTES:** *Meeting Minutes: November & December Board Minutes*
  2. **Report on Email Vote of the Board 1/25/2024**
  3. **Approval of Checklists to date December to Date** *Checklists*

*After reviewing the consent agenda items Fernandez motioned to approve the consent agenda items. Board member Bravo seconded the motion. Motion passed with the following vote.*

|  |  |
| --- | --- |
| Motion made by | Veronica Fernandez |
| Motion Seconded by | Karina Bravo |
| Yeses | P.Meza, V.Fernandez, K. Bravo, |
| Noes |  |
| Abstain |  |
| Absent | F. Diaz Torres &1 Vacancy Exists |

1. **REVIEW OF FINANCIAL REPORTS ACTION & INFORMATION**
   1. **Financial Reports** 
      1. **Quarter 2 2023-2024 Financial Reports ACTIOn**

*Quarter 2 financial reports were tabled until the next meeting pending some corrections and clarification provided to Board Members.*

* + 1. **December 2023 Financial Reports INFORMATION**
    2. **Consider approval of Engagement Letter with RT Dennis Accountancy for Fiscal Year Ending June 30, 2021; June 30, 2022; and June 30, 2023. ACTION**

Board member Bravo motioned to approve the engage RT Dennis Accountancy to perform audits for Fiscal Year Ending 6/30/2021, 6/30/2022/ and 6/30/2023 not to exceed $15,000, and approves the Executive Director the authority to enter into required agreements. Board member Fernandez seconded the motion with the following vote.

|  |  |
| --- | --- |
| Motion made by | Karina Bravo |
| Motion Seconded by | Veronica Fernandez |
| Yeses | P.Meza, V.Fernandez, K. Bravo, |
| Noes |  |
| Abstain |  |
| Absent | F. Diaz Torres &1 Vacancy Exists |

1. **BUSINESS ITEMS INFORMATION**
   1. **BOARD MEMBER REPORTS** *No board members had any reports:*
   2. **Executive Report Direction to Staff**
      1. **Pool Rehabilitation project:**
      2. **Foundation- Call for meeting**
   3. **Operations Report  *Direction to Staff***
   4. **Board Approval of Annual Calendar ACTION**

Board member Fernandez motioned to approve the presented Annual Calendar with the following corrections.

January 23, 2024- Rescheduled due to lack of Quorum 1/30/2024

February 26, 2024- date change requested.

March 26, 2024

April 23, 2024

May 28, 2024

June 25, 2024

July 23, 2024- *I may have a conflict this week- but will confirm, OM will stand in for ED. Alternatives include 7/30 or 31*

August 27, 2024

September 24, 2024

October 22, 2024

November 26, 2024- Tuesday before thanksgiving (anyone normally travel this week?)

December 17, 2024- (regularly scheduled meeting date is 12/24/2024)

Board Member Bravo Second the motion. Motion Passed with the following vote:

|  |  |
| --- | --- |
| Motion made by | Veronica Fernandez |
| Motion Seconded by | Karina Bravo |
| Yeses | P.Meza, V.Fernandez, K. Bravo, |
| Noes |  |
| Abstain |  |
| Absent | F. Diaz Torres &1 Vacancy Exists |

* 1. **Board Nominations for Chair and Deputy Chair ACTION**

*K.Bravo motioned to nominate and approve Pete Meza as Chair of the Board of Directors, and Veronica Fernandez as Deputy Chair to the Board. Board member Fernandez seconded the motion. Motion passed with the following vote.*

|  |  |
| --- | --- |
| Chairperson | Pete Meza |
| Deputy Chairperson | Veronica Fernandez |
| Motion made by | Karina Bravo |
| Motion Seconded by | Veronica Fernandez |
| Yeses | P. Meza, V. Fernandez, K. Bravo |
| Noes |  |
| Abstain |  |
| Absent | F. Diaz Torres &1 Vacancy Exists |

* 1. **Board Compliance Requirements Upcoming INFORMATION**
     1. **Form 700**
     2. **AB 1234**
     3. **Sexual Harassment Prevention for Officials/Supervisors**
  2. **MISCELLANEOUS INFORMATION**

1. **CLOSED SESSION Scheduled for 7:30 PM 1 Hour:** 
   1. *Public Employee Performance Evaluation:* (Gov. Code section 54957(b)(1).) the performance of an existing employee) Title: [Executive Director, Interim Executive Director Feedback].

Reportable action: Performance evaluation will be conducted with Board Chair and the Executive Director. The Board expressed appreciation for dedication and work of the Executive Director. Changes to the compensation package of Executive Director effective January 1, 2024:

* $72,783.70 Approved Annual Salary as of January 1, 2024
* $125 Monthly Cellphone Stipend

1. **Items to be added to January 2024 Regular Meeting**
   1. **Scheduled for February 26, 20224**

*Meeting adjourned at 8:15PM. K.Bravo Motioned to adjourn the meeting. Fernandez Seconded the motion. The motion passed with the following VOTE:*

|  |  |
| --- | --- |
| Motion made by | K.Bravo |
| Motion Seconded by | Veronica Fernandez |
| Yeses | K. Bravo, V. Fernandez, P. Meza |
| Noes |  |
| Abstain |  |
| Absent | 1 vacancy exists, Flavio Torres Diaz |

*Chairman of the Board Date*

*Deputy Chair of the Board Date*