



**Regular Meeting Minutes  
Monday November 6, 2023  
101 Meadowbrook Loop, Chester  
Email: arpd01@frontier.com**

<b>Agenda Item</b>	<b>Discussion Item</b>	<b>Action</b>
Director Roll Call/Quorum Est	The following Directors were present: _x_ Director, Terra Ayers _x_ Director, Wally Bird _x_ Treasurer, Susan Espana _x_ Director, Anne Kassebaum _x_ 2 <sup>nd</sup> Vice President, Charlie Plopper-via telephone	
Additional Roll Call:	_x_ Secretary/ Office Manager, Heather Patchen	
1. Start meeting time	6:00 pm	
2. Guests	Ralph Anderson-Field Maintenance Volunteer	
3., 4. Corrections, Deletions, Additions Agenda	All approve agenda	All Approve
5. Public Comment on non-agenda items	Ralph Anderson has agreed to volunteer to help with the maintenance of the TCSC field and Almanor Park. He introduced himself to the Board and spoke of his background as a landscape and general contractor. He has winterized the irrigation system at the field and office and will be building covers for the chess table, foosball table and a cover for the main water valve in the community garden. He will move the replacement ping pong tables in a shipping container for the winter and will drill holes for snow stakes in the parking bumpers in front of the office.	No Action Required
6. Public Comment for agenda items	None	No Action Required
7. Review and approval of Minutes	Anne makes motion to approve regular meeting minutes for October 9 <sup>th</sup> Susan seconded Terra and Charlie aye.	All Approve

8. Treasurer's Report	Susan presented, total revenue \$20,495.67 total office expense \$8,741.97, total program expense \$10,640.19 revenue over/under expenses \$1,113.51 Anne makes motion to approve exhibit A, B, & C Terra seconded Charlie and Susan aye.	All Approve
	<b>New Business</b>	
9. Appoint/Swear In Walter Bird to the ARPD Board of Directors	Terra makes motion to appoint Walter Bird to the ARPD Board of Directors, term ending 12/5/2025, Anne seconded, Charlie and Susan aye.	All Approve
10. Appoint/Swear In Terra Ayers to the ARPD Board of Directors	Susan makes motion to reappoint Terra Ayers to the ARPD Board of Directors, term ending 12/5/2025, Anne seconded, Charlie and Wally aye.	All Approve
11. Remove Past Board Directors from Plumas Bank Signature Card	Susan makes motion to remove Josh Herman and Bob Burton from the Plumas Bank signature card, Terra seconded, Charlie, Anne and Wally aye.	All Approve
12. Add New Board Directors to Plumas Bank Signature Card	Susan makes motion to add Walter Bird and Anne Kassebaum to the Plumas Bank signature card, Terra seconded, Charlie, Anne and Wally aye.	All Approve
13. Blackout December Meeting	All in favor of December blackout meeting month.	All Approve
14. Per Capita Update	Susan presented, original grant amount of \$298,761 with matching funds of \$59,752 and \$30,248 plus private donations of \$30k for a total of \$418,761. Will need to have \$19k more in construction costs to get back the \$60K in retention. Asks the Board to think about a cost-effective walkway over the winter for the park, if the project becomes too large will have to send it out for competitive bidding and the project will require prevailing wage. Wally suggests ensuring the bid is universal in the materials used and if one bid comes in low have the other contractors rebid to ensure no costs are missed.	No Action Required
15. Fall Soccer	Susan presented, fall soccer is finished for the year. Would like to see about starting program earlier in the year and try to get a few parents involved instead of just one person being responsible for organization of season.	No Action Required
16. SNC Update	Charlie presented, working to get advance from Sierra Nevada Conservancy from newest grant to pay invoices received from Dundas Geomatics and Conservation Partners LLP for work performed earlier this year.	No Action Required
17. Trails Update	Charlie presented, still working to finish the Almanor Rail Trail donation agreement with Collins Pine. Would like to complete donation by the end of 2023. Still have a couple parcels that will need to be resurveyed, but should be able to move forward with the other parcels that have been cleared for donation.	No Action Required

	<b>Old Business</b>	
15. Field Maintenance	Addressed in #5 above.	No Action Required
16. Building Maintenance	Susan presented, Dan Smith finished with the roof coating and has submitted final bill for payment.	No Action Required
17. Adjournment	7:30 pm All approve adjournment.	All Approve

**The next regular meeting of the Almanor Recreation and Park District will be January 8, 2024, at 6pm**

\_\_\_\_\_ ARPD Board Secretary

\_\_\_\_\_ ARPD Board Member/Title

\_\_\_\_\_ ARPD Board Member/Title