**OAK TREE PARK AND RECREATION DISTRICT**

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

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**April 21, 2025**

**MINUTES**

**PRESENT:** Michael Travers; Chair, Anne Solik, Thom Wade, Carole Chadima

**ABSENT:** Mike Easter

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM, roll taken, three 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.*
   1. James Graham, neighbor, was present at meeting, as he is wanting to be more connected to the park.
   2. Jasper reports the Friday Markets will start again on 5/3.
      1. Request of hand washing station. Christina will look into cost of rental station from Ben’s toilet.
      2. Request of picnic tables near market area. The board will consider options.
3. **CONSENT CALENDAR: (ACTION)** 
   1. Approval of April 2025Agenda – Thom Wade moved to approve the Agenda. Anne Solik seconded. Motion approved by 4/0 vote.
   2. Approval of March 2025Minutes- Wade moved to approve the Minutes. Solik seconded. Motion approved by 4/0 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.* 
   1. Wade reports that he removed a significant amount of mistletoe from an affected oak tree.
   2. Travers & Solik went to the Recreation meeting with just the local parks present. They found that all the parks seem to have similar issues regarding funding, H.R. A new supervisor at the Rec. Faire wants to create a centralized reservations system for all Park and Rec. Districts to use.
5. **REPORTS:** 
   1. **Library Report**; Presented by the Board, see attached.
      1. OTP received up to date Certificate of Liability Insurance from li
   2. **Caretaker’s Report- Susan McKinney**
      1. Reports that an oak tree needs an arborist, Susan gave Travers a contact.
      2. Library kitchen needs an electrician or a new light fixture.
      3. Permission to take the small mower in for a tune up. Granted.
      4. Would like a door jam installed in the pump house.
      5. Kids were in the pond- Need signs to keep people out. Solik agreed to get signs.
      6. What is the park’s Disaster Plan? Solik working on producing a clear written plan.
   3. **Board Member Reports and Projects**
      1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
         1. Travers reports that he authorized Susan to buy a new battery for the mower.
         2. Filling out insurance forms, expected to receive policy in June for July renewal.
         3. RE: Rec Meeting- there’s a need for a central hub to deal with issues common to all districts.
         4. Bear River Rec Dist. sent a copy of their Annual Task Calendar to show us an example of how they keep track of annual tasks.
         5. Library rep. needs to bring a copy of their 501c3- Antoinette is on it.
      2. **Treasurer’s Report** – Anne Solik
         1. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.* **(ACTION)**

A list of warrants presented, signatures gathered. Travers motions to approve warrants as presented. Seconded by Wade. Action approved by 4/0 vote.

* + - 1. Accounts Receivable- Receivables from Library and KidsCommunity
      2. Solik suggests we submit 25/26 Budget at the same time we submit 24/25 Budget to the county. As all budgets are due every June 30, Action to vote on annual Budget should go onto the annual tasks calendar and be bedded to the May Agenda.

* + 1. **Outreach Report**-
       1. Nothing new to report

1. **NEW BUSINESS** 
   1. 2025 Budget (tabled/Travers working on it.).
   2. Picnic in the Park 2025, date set- 9/20/25.
      1. Continued conversation
2. **OLD BUSINESS**
   1. Solar Project (tabled)
3. **NEXT MEETING:** Next regular meeting is Monday, May 19, 2025
4. **ADJOURNMENT:** Meeting adjourned at 7:18 PM.

Christina Reese

Christina Reese, Board Secretary