**OAK TREE PARK AND RECREATION DISTRICT**

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

**BOARD OF DIRECTORS**

**REGULAR MEETING**

**March 20, 2023**

**MINUTES**

**PRESENT:** Michael Travers, Chair; Anne Solik; Mike Easter, Carol Chadima, Tom Wade

**ABSENT:** -

1. **CALL TO ORDER:** Meeting called to order at 6:05 PM, roll taken, five 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*
3. **CONSENT CALENDAR:**
   1. Approval of March 20, 2023Agenda – Tom Wademoved to approve the March Agenda. Mike Easter seconded. Motion approved by unanimous vote.
   2. Approval of February 20, 2023Minutes- Wade moved to approve the December Minutes. Easter seconded. Motion approved by unanimous 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. Michael Travers reports Paving has been delayed due to snow.
5. **REPORTS:** 
   1. Library Report; Renee Wade- see attached. Wade reports she is working on getting proof of Liability Insurance from the library.
   2. Board Member Reports and Projects
      1. **Chairman of the Board Report** –Michael Travers- Insurance/Legal Matters/Facilities
         1. Travers reports he filed insurance policy paperwork for next year.
      2. **Treasurer’s Report** – Anne Solik
         1. Solik reports she put in a request to the county for $50,000 as “emergency relief” fund.
         2. Accounts Payable & Warrant Requests – *list of expenses owed by the district.- see attached.*

A list of warrants presented by Christina Reese, signatures gathered. Solik motions to approve warrants as presented. Seconded by Wade. Action approved by unanimous vote.

* + - 1. Accounts Receivable- Receivables from KidsKount, Library, t-shirts donations
    1. **Special Projects Reports**
       1. **Playground Development Project Update**- Travers reports the ADA ramp is fixed, gates installed. Brian at Sierra Land Solutions has been called to sign off on completion of project. Can file for final payments from county.
       2. **Quimby Fund**- need to pull up Quimby Trial Balance. Travers recalls the park has yet to bill the State for the cost of the installation of the playground. Soilk agrees to go over what the park has sent to the state.
       3. **Music in the park**-

1. **NEW BUSINESS** 
   1. **2023 New Projects List, discussed items include**
      1. Continuing personal development
      2. Annex to create a space for events/meeting center
      3. Skate park
      4. Master Plan for Grants
      5. Volley ball and Horseshoe courts
   2. Library contract to be evaluated in Oct/Nov, when current contract ends.
2. **OLD BUSINESS**
   1. **HVAC bids reviewed (ACTION)**

All Phase Heating and Air give a bid of $11,000 to replace the HVAC unit.

Mike Easter motions to accept this offer. Solik seconds.

Action approved with unanimous vote.

1. **NEXT MEETING:** Next regular meeting is Monday February 20, 2022
2. **ADJOURNMENT:** Meeting adjourned at 6:56 PM.

Christina Reese

Christina Reese, Board Secretary