



## Garden City Recreation Commission

### Minutes

November 23, 2020

#### I. Call Meeting to Order

Chairman, Keith Rathbun called the meeting to order at 5:15 p.m. on November 23, 2020, with members Erich Schaefer, Matt Bayer and Brian Wilson present. Marilyn Porter was absent. Superintendent, Aaron Stewart and Finance Director, Jessica Wikoff were also in attendance.

#### II. Approval of Agenda

Erich Schaefer moved to approve the agenda as presented. Matt Bayer seconded the motion; motion carried.

#### III. Public Comment

No members of the public were present for comment.

#### IV. Consent Agenda

The following shall stand approved/accepted as presented unless action is taken to remove an item from the consent agenda:

- Corrected Minutes of the Regular Board Meeting held on September 28, 2020
- Minutes of the Regular Board Meeting held on October 26, 2020
- Minutes of the Special Meeting held on November 16, 2020
- Staff/Participation Reports for October 2020

There being no comments or questions, the consent agenda stands as approved.

#### V. Financial Reports for October 2020

Jessica Wikoff presented the October 2020 financial report which included income statement charts showing the commission's monthly progress to date. Revenue continued to hold steady at a decrease of 9%. Expenses showed a decrease of .3% over total expenditures in 2019. Matt Bayer moved to accept the financial report as presented. Erich Schaefer seconded the motion; motion carried.

#### VI. Superintendent Report

Aaron Stewart presented the revised EOY forecast for the remainder of 2020. As it currently stands, GCRC could expect to use between \$130,000 and \$150,000 of reserves to balance the year. GCRC is still waiting to hear back about the FEMA and SPARK Grants which could significantly impact the amount of deficit faced at the end of 2020. A response is expected before December 31<sup>st</sup>.

Aaron also stated that the Garcia shed project is nearly complete. The crew is currently working on insulating and painting the exterior. That is expected to be completed by the end of the week.

#### VII. New Business

As in years past, Aaron requested permission to grant employees a Holiday Extra Pay to full-time and year-round part-time employees. The total cost would be just under \$7,000 for 42 employees. Erich Schaefer approved the expense as requested with the addition of including Aaron Stewart onto the list of eligible employees. Matt Bayer seconded the motion; motion carried.

#### VIII. Unfinished Business

No unfinished business was available for discussion.

**IX. Executive Session**

No executive session was required this evening.

**X. Garden City Recreation Commission Questions and Comments**

No questions or comments were offered at this time.

**XI. Adjournment**

By consensus, there will not be a regular meeting scheduled in the month of December, but a financial packet will still be emailed out to all members. The next regular meeting will be held on Monday, January 25, 2020 at 5:15 p.m. at The Garden City Recreation Commission in Classroom 1. There being no further business, Matt Bayer moved to adjourn the meeting at 6:09 p.m. Brian Wilson seconded the motion; motion carried.

Jessica Wikoff  
Finance Director

Approved:  \_\_\_\_\_