

MINUTES
AQUATIC BOARD
Tuesday, June 28, 2016
City & Borough of Juneau – Room 224 – 4 pm

- A. **Call to Order at 4:03pm** by Chair M. Mertz
- B. **Members Present:** Max Mertz, Tom Rutecki, Beth Weldon, Greg Williams, Ritchie Dorrier, Pat Watt, Joe Parrish
Members Absent: none
Liaisons Present: Debbie White – CBJ Assembly Phil Loseby - Juneau School District
Liaisons Absent: none
Staff Present: Julie Jackson- Aquatics Manager, Kirk Duncan - Director of Parks & Recreation
Guests Present: Carolyn Jackson, Randy Jackson, Charlie Williams
- C. **Agenda Changes** – None.
- D. **Public Participation on Non-Agenda Items** – None
- E. **Approval of Minutes:**
- May 24, 2016 – *With no changes B. Weldon motions to approve, no discussion. **Approved.***
- F. **Director's Report** –Kirk Duncan
- **New Pass Sales/Revenue to date** – recapped Sales increases February through May FY16. Sales are up 35% year to date. Tracking well.
 - K. Duncan shared Lawson now produces 2 week report on payroll. This will aid staff to compare revenue and payroll expenses on a bi-weekly basis. The data will need to be entered into excel spreadsheets to analyze.
 - **Radio Marketing Plan** – New 30 second ads 35 times/day beginning soon.
 - **DPAC Food Service** – Max and Kirk meeting with local sandwich shops. Coffee in place after Labor Day.
 - **Rotary Day at the pools - July 9th** –
 - M. Mertz - will email sign-up for volunteer shifts and Dunk tank.
 - K. Duncan – 91 of 150 Gaguine Scholarship 10 visits redeemed. Registration forms and information will be advertised to all participants during the event.
- G. **Non-Agenda Items** – M. Mertz introduced incoming Aquatics Board Member Charlie Williams (as of July 2016).
- H. **Unfinished Business**
- **Mr. Miller/Son height issue** – Staff confirmed the height requirement of 48" is per the written safety specifications from the manufacturer and is also industry standard. Staff will reach back out to Mr. Miller.
 - **Assembly COW Presentation** – Multiple members attended. D. White shared review of the presentation. The content was positive and a "breath of fresh air" amongst the other presented. M. Mertz received compliments from assembly members for the written report and kudos was passed on to P. Watt.
 - **Punch List Review** –
M. Mertz had one addition for future items: Changing out play equipment in rec pool at DPAC.
T. Rutecki initiated discussion on expanding fitness equipment and amenities. Discussion followed.

J. Parrish will reach out to local gym management to start discussion on fitness amenities and corporate memberships. Follow-up at next committee meeting.

I. New Business – None

J. Committee Reports:

- **Board Development/Governance** –P. Watt – Board Survey –
Built an 11 question online survey for Board self-evaluation. P. Watt will email link out. All will have one week to respond.
M. Mertz requests governance committee educates new member Charlie Williams with Aquatics Board history/information.
- **Operations Committee** – No additional report

Next Committee of the Whole will meet July 19th – 4pm at Augustus Brown Pool

K. Board Comments:

M. Mertz – “Thank you very much to Greg Williams and Congratulations on your retirement.”
P. Watt – Thank you to Greg for the analytical piece. Asked K. Duncan for update on new point of sale program.
G. Williams – Expressed appreciation to the rest of the board and staff. He will complete the FY16 report and present next month.
K. Duncan – Thanked Greg and the rest of the board. “Board members are the eyes and ears of the community.”
T. Rutecki – Expressed appreciation to Greg, to staff and M. Mertz for his leadership.
P. Loseby– Thank you to Greg and shared with staff mention of LEAP summer program as a potential group to connect with for Gaguine scholarships.
R. Dorrier Echo the thanks to Greg, it’s been a pleasure working with you and Thank you to everyone.

B. Weldon, D. White, J. Parris – None

L. With no additional business before the board, M. Mertz adjourned at 4:47pm.

Proposed Next Operations (proposed) Committee Meetings: 3rd Tuesday of each month at 4:00pm at DPAC/Valley Location:

7/19/16	<u>Augustus Brown Pool</u>	8/16/16	DPAC- Event Rooms
---------	-----------------------------------	---------	-------------------

Proposed Next Standard Board Meetings: 4th Tuesday of each month at 4:00pm at City Hall/Downtown Location:

7/26/16	CBJ City Hall – room 224	8/23/16	CBJ City Hall – room 224
---------	--------------------------	---------	--------------------------

Minutes respectfully submitted by J. Jackson on 7/26/2016