

**Bayshore Gardens Park & Recreation District
Board of Trustees Work Session Minutes
Wednesday; November 10, 2021 @ 7:00 PM**

Roll call was taken, and a quorum was established. The meeting was called to order by M. Raymer at 7:03 P.M.

Attending Trustees: Morris Raymer, Steve Watkins, Barbara Greenberg, Melanie Woodruff, Terry Zimmerly, Barbara Susdorf and Kyle Weatherly. Belle Baxter joined the meeting at 7:30 P.M. Barbara Susdorf left the meeting at 7:53 P.M.

Absent Trustee(s): Dan Rawlinson.

The Pledge of Allegiance was conducted.

Committee Reports

Policy and Procedures - M. Woodruff presented 3 forms, Balance Daily Receipts - 1014DRP, Balance Daily Deposit - 1014DRD, and Balance Daily Receipts Report - 1014DRF for daily accounting. A reference to attaching a calculator tape was eliminated. Also presented was Employee Complaint Form - 1014ECF and Employee Physical Altercation Complaint - 1014EPA. The Non-resident Marina Ramp Access lost FOB replacement fee will be changed to \$10.00 to put it in line with other lost FOB fees for the District.

Personnel and Salaries - T. Zimmerly presented three pages reference Maintenance Duties for review in advance of the next Board of Trustees meeting. There were two applicants for the maintenance position. One highly qualified and one not. A motion to hire will be coming forward at the next BOT meeting.

Additional Items - K. Weatherly inquired about Gia's Title. Gia is the District Office Manager.

House and Grounds - M. Raymer reported that the tree trimming went well and looks good. B. Susdorf questioned if all 114 palm trees had been trimmed. Rail ties for the walking path were discussed and K. Weatherly presented a proposal for the basketball court which included turning the shuffleboard court into a pickle board court. A discussion ensued. The cost for this proposal was \$85,000.00. \$50,000 has been allocated for repairing the basketball court but could be increased by the BOT if needed. An RFP will need to be developed for whatever work is decided upon. Then depending on what is being done a referendum may be necessary. There is a policy in place for doing projects. S. Watkins asked about getting the kitchen upgraded to permit cooking. The Board will need to approve an RFP before it is advertised. Brian Murphy was appointed to the Grounds Committee. A new door to the mop room will be done in house. New chairs were discussed. Non-resident pool memberships were discussed. M. Woodruff reported that mailed Banners are not being received by everyone. The Convenience Store post office was being used. We don't have the volume to get bulk mailing. Explore getting a mail meter. M. Woodruff suggested closing the Basketball court for safety concerns. S. Watkins questioned the parking of the Maintenance Tractor. The tractor should be covered. Mary Lou Smith reported that the Communications and Banner need to be split into two committees and B. Baxter should head one of those committees. There is a Spanish version to be proposed at the next Board of Trustees. T. Zimmerly shared that the office had received an e-mail from Keely saying that she could not attend this meeting due to family illness.

Due to technical issues approximately the last four minutes were not recorded. Aside from the **Motion to adjourn** it appears that nothing of significance was taken up during this period.

