

HIGHALNDS RECREATION DISTRICT
SPECIAL BOARD MEETING MINUTES (DRAFT)
Monday, July 25, 2022
Location: 1851 Lexington Avenue, San Mateo, CA 94402 (MPR)

Attendees

Community Members wishing to attend were encouraged to teleconference into the meeting.
Topic: HRD Board of Directors Special Meeting
Time: Jul 25, 2022 07:00 PM Pacific Time (US and Canada)

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Board Members:

Michelle McNeil
Shirin Bakhshay
Pam Merkadeau
Andrew Aquino (absent)
Eric Olbekson

Staff:

Mike Koenig

1. Call to Order

The meeting was called to order at 7:05pm by Board Member MM.

2. Introduction of Guest

One guest attended.

3. Public Forum

Nothing to report.

4. New Business

- a. Discuss General Manager recruitment and provide direction regarding options and process to fill the General Manager position on a permanent basis.

Board members discussed new proposed org structure. Deciding factors included the potential impacts to salary & benefits, department oversight and creating specific job descriptions. Board members agreed to move forward with revised organizational structure.

- b. Authorize Board President to sign a letter describing terms, including compensation, applicable to Mike Koenig's continuing service as Interim General Manager.

Board members discussed terms applicable to Mike Koenig's continued service. Board member EO requested an extended term as November 8 was unrealistic. Mike Koenig agreed to extend the term to December 13. Board members authorized President to sign updated letter.

5. Adjournment

- a. Board Member EO made a motion, PM second, to adjourn the meeting. The motion passed unanimously.

Vote: MM – Y; SB - Y; PM – Y; EO – Y

The Meeting adjourned at 8:10pm.

Respectfully Submitted,
Mike Koenig
Interim General Manager