



Highlands Recreation District

1851 Lexington Avenue • San Mateo, CA 94402

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www.highlandsrec.ca.gov

"A Community Place to Learn, Grow & Play"

Topic: HRD Regular Board Meeting

Time: November 14, 2023, 07:00 PM Pacific Time (US and Canada)

Location: Highlands Recreation Center, 1851 Lexington Ave., San Mateo, CA 94402 (Multi-Purpose Room)

Remote Teleconference Location: 1106 Harper Avenue, Redondo Beach, CA 90278

Board meetings are held in-person, with a Zoom participation option provided to the public as a courtesy. The public is encouraged to participate in whatever form they are most comfortable. If participating remotely via Zoom, see details below:

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Join Zoom Meeting

<https://us06web.zoom.us/j/81840273676?pwd=enl0ZXE4QUhjd2o0WTB0dXZXEITZz09>

Meeting ID: 818 4027 3676

Passcode: 893289

Dial by your location

+1 669 900 6833 US (San Jose)

Board Members:

Andrew Aquino
Shirin Bakhshay (Vice President)
Pam Merkadeau
Eric Olbekson (President)
Uy Ut

Staff:

Jeff Brier (General Manager)
Meg Catmull (Assistant General Manager)
Mike Koenig (K-8 Childcare Director)
Julia Fior (Recreation Coordinator)
Bea Robertson (Bookkeeper)

1. Call to Order

The meeting was called to order at 7:01 pm by Board President Olbekson.

2. Review and Approval of Minutes

Board Member Aquino made a motion, Board Member Ut second, to approve the Regular Board Meeting Minutes from 09/12/2023 and 10/10/2023. The motion passed unanimously.

Vote: AA - Y; SB - Y; PM - Y; EO - Y; UU - Y

3. Public Forum:

Public comments were received.

For the good of the Order, President Olbekson moved #6.c prior to Manager's Report

4. Manager's Report
 - a. Administration
 - b. Programming

5. Financial Report
 - a. Monthly Statement

6. Old Business
 - a. Discussion: staff update on progress towards 2023-24 organizational goals
 - i. Item 6.a was tabled.

 - b. Discussion: Board Meeting recordings approach and implementation

 - c. Discussion: Update on revisions to non-profit group pricing for rental space

7. New Business
 - a. Discussion/Motion: adopt updates to FY 2023/2024 Budget as recommended by Ad Hoc Budget Committee
 - i. Item 7.a was tabled, and no motion was made.

 - a. Discussion: TK for All impacts and considerations for HRD

8. Upcoming Meetings: Dec 12 – Jan 9 – Feb 13

9. Review and Payment of Bills
 - a. Action: Motion to approve Expenditures
 - i. Board Member Bakhshay made a motion, Board Member Aquino second, to pay the bills. The motion passed unanimously.
Vote: AA - Y; SB - Y; PM - Y; EO - Y; UU - Y

10. HRD Board of Directors Announcements

11. Adjournment

Board Member Ut made a motion, Board Member Merkadeau second, to adjourn the meeting. The motion passed unanimously.
Vote: AA - Y; SB - Y; PM - Y; EO - Y; UU - Y

The Meeting adjourned at 8:08 pm.

Respectfully Submitted,

Meg Catmull
Board Secretary

Board President or Vice President:

Signature: _____


Pamela Merkadeau