



Highlands Recreation District

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www.highlandsrec.ca.gov

"A Community Place to Learn, Grow & Play"

Topic: HRD Regular Board Meeting

Time: February 13, 2024, 07:00 PM Pacific Time (US and Canada)

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

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:

Topic: HRD Regular Board Meeting

Time: February 13, 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/83446323386?pwd=caNIClAzt6TZSlvUa9h5Os7GgKA53Y.1>

Meeting ID: 834 4632 3386

Passcode: 771620

Dial by your location

+1 669 900 6833 US (San Jose)

Find your local number: <https://us06web.zoom.us/j/kdDI6oSYHd>

Board Members:

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

Staff:

Christopher Gurr (Interim General Manager)
Meg Catmull (Assistant General Manager)
Mike Koenig (K-8 Childcare Director)

1. Call to Order

The meeting was called to order at 7:00 pm by President Merkadeau.

2. Review and Approval of Minutes

Board Member Olbekson made a motion, Board Member Aquino second, to approve the Regular Board Meeting Minutes from 01/09/2024. The motion passed.

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

Board Member Olbekson made a motion, Board Member Aquino second, to approve the Special Board Meeting Minutes from 01/12/2024. The motion passed.

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

3. Public Forum:

Public comment was received.

4. Manager's Report

- a. Administration
- b. Programming

5. Financial Report

- a. Monthly Statement

6. Old Business

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

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

- c. Discussion: Feedback from EEC parents regarding program operations

For the good of the order, agenda item #6.c was moved after #5.a.

7. New Business

- a. Discussion: Ad Hoc General Manager Recruitment Committee Updates and Recommendations

- b. Discussion: Ad Hoc EEC Director Recruitment Committee Updates and Recommendations

- c. Discussion: Set date for Strategy Session Meeting of the Board of Directors

- d. Discussion/Motion: RNE-3 Benefits Classification
 - i. No motion was made.

- e. Discussion: Determine additional Ad Hoc and Standing Committees of the Board
 - i. The matter was tabled.

- f. Discussion/Motion: Hire a recruiter for the purpose of recruiting a new General Manager
 - i. Board Member Olbekson made a motion, Board Member Ut second, to authorize the Interim General Manager to hire a recruiter for the purpose of recruiting a new General Manager. The motion passed.
Vote: AA - Y; SB - Absent; PM - Y; EO - Y; UU - Y

For the good of the order, agenda item #7.f was moved after item #7.a

- g. Discussion/Motion: Open sweep account with SVB
 - i. Board Member Aquino made a motion, Board Member Olbekson second, to approve Resolution 2024-01 to open a sweep account with SVB with changes to Resolution 2024-01 including

removing the capitalization of the word Designate and changing the 6th paragraph to read "NOW THEREFORE, BE IT RESOLVED that the Highlands Recreation District Board authorizes the Interim General Manager...". The motion passed.

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

2. Upcoming Meetings: Mar 12 -- Apr 9 -- May 14

3. Review and Payment of Bills

a. Action: Motion to approve Expenditures

i. Board Member Aquino made a motion, Board Member Ut second, to pay the bills. The motion passed.

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

4. HRD Board of Directors Announcements

5. Adjournment

Board Member Olbekson made a motion, Board Member Aquino second, to adjourn the meeting. The motion passed unanimously.

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

The Meeting adjourned at 9:21 pm.

Respectfully Submitted,

Meg Catmull
Board Secretary

Board President or Vice President: Pamela Mercedeau

Signature: 