

**Asotin County Public Facilities District  
Board of Directors  
February 23, 2021  
Regular Meeting**

The Board of Directors for the Asotin County Public Facilities District in the County of Asotin, State of Washington, met this date.

**Members present:**

Connie Morrow *Vice President*  
Brady Arnone, *Member*  
Cassandra Groseclose, *Member*  
Doug Higgins, *Member*

**1) Call to order**

Connie Morrow called the meeting to order at 4:15 p.m.

**2) Comments from the Public**

No public comment was made.

**3) Approval of minutes and vouchers**

The meeting minutes for January 26<sup>h</sup> and February 9<sup>h</sup> were reviewed by the board. Doug Higgins motioned to approve the minutes. Brady Arnone seconded the motion. Motion passed.

The vouchers were reviewed by the board. Cassandra Groseclose motioned to approve the vouchers. Higgins seconded the motion. Voucher batch APPKT04241 for \$33,584.08, is approved.

**4) Aquatic Center Reports: Jessica West, Scott Stoll**

Jessica West began with the Annual Heller's Bar Haul taking place March 1 – 31. Five participants have already signed up. In addition, the first adult swim lesson program to take place since last year concluded this morning. The class had five students who completed the six-week course. West is hopeful that public swim lessons may be offered as soon as April. Finally, West discussed that the facility has already hosted two Red Cross-certifying classes this year and an additional two are scheduled in March in preparation for opening the outside this summer.

Scott Stoll discussed a "donation" made to The Friends of Parks and Recreations. A patron had recently passed away leaving a balance on his Aquatic Center membership. His widow requested that the balance be given to The Friends to help fund swim lesson scholarships. Next, Stoll went over January/February Comments & Suggestions, usage numbers, and the financial report. In addition, the facility purchased three new stationary bikes for the fitness center to replace three older ones, which Stoll is looking to surplus to the Fire District.

Stoll then spoke about the possibility of computer software that would enable patrons to register for lessons, make reservations, and purchase memberships directly on our website.

Then, Stoll provided results from the Department of Retirement Service's (DRS) and State Auditor's Office (SAO) audits the facility had recently completed. DRS found seven employees who should have qualified for retirement contributions plus an additional six whose contributions had been delayed. Actions are being taken to correct and forestall any future errors. Meanwhile, the SAO's report had zero

findings with four recommendations during their audit of the facility finances. Related to the State Audit, Stoll stated that the SAO had reached out to the facility concerning their recent security breach. While a handful of the facility documents may have been affected, none contained private personal information. The insurance company is aware and is working with the State in the unlikely event a violation did occur.

Stoll proceeded to discuss the possibility of connecting the Facility into the fiber optics network. It would be a one-time cost upgrade. After consideration, the Board decided upon an installation timeframe either prior to June or after September.

Stoll provided each board member with a draft Request for Proposals for Legal Services. Members will come back to decide upon and adopt criteria requirements before sending out for advertisement.

Finally, Stoll and board members reviewed the Facility Condition Assessment proposal from McKinstry Company. After discussion, the Board elected to postpone a decision until all members are available in March to render a final verdict.

**5) Comments from the Directors**

None

**6) Old Business**

None

**7) New Business**

None


**8) Adjournment**

Higgins motioned to adjourn the meeting. Arnone seconded the motion. Meeting adjourned at 5:23 p.m.

The next regular meeting will be held March 9, 2021, at 4:15 p.m.



Elena R. Price Mars for  
Amanda Armel, Clerk

  
Bruce Devereaux, President/CEO