

# MOUNT SHASTA RECREATION & PARKS DISTRICT

## BOARD OF DIRECTORS REGULAR MEETING AGENDA WEDNESDAY – JANUARY 17, 2024– 6PM CITY PARK – UPPER LODGE 1315 NIXON ROAD

### 1. CALL TO ORDER

### 2. ROLL CALL

### 3. CHAIR COMMENTS

### 4. CONSENT AGENDA APPROVAL -

- Minutes December 20, 2023 – Regular Meeting
- December Payroll #2 – Net Wages, Taxes, Other - Check register (12/22/23) – \$17,614.07
- January Payroll #1 – Net Wages, Taxes, Other – Check register (1/12/24) - \$18,012.55
- January – Vendor Disbursements – total presented at meeting

### 5. AUDIENCE NOT ON AGENDA - (Please Note: This time slot is for information from the public to the Board of Directors on any matter or agenda item - **NO ACTION WILL BE TAKEN** on items not on the agenda. The public may also address the Board during open discussion of any agenda item.

### 6. NEW BUSINESS –

**Election of 2024 Board Officers** - Nominations will be taken to elect 2024 Board officers–Chairperson – Vice Chairperson - Board Clerk. The newly elected Board Chairperson will take the gavel and preside over the remainder of the meeting. Action item

**Board Committee Appointments** – The Board Chairperson will review the current slate of Board Committees and will make appointments to establish the Committee Roster for 2024.

**Personnel and Policy Committee update on 2024 District Goals and Priorities** – The Board will discuss and outline the District Goals and Priorities for the year 2024, with input provided by the Committee. The Committee will provide an overview of the meeting held on 1/17/24.

**District Board Policies / Policy Update** - The Board will be presented the following District policies, which have been amended to be consistent with California law, to be considered for adoption. Discussion and possible action:

POLICY TITLE: Bereavement Leave  
POLICY TITLE: Sick Leave  
POLICY TITLE: Rest & Meal Periods

POLICY NUMBER: 3405  
POLICY NUMBER: 3460  
POLICY NUMBER: 3455

**District Programs** - Shaw will provide a review of current programs overseen by the Recreation and Parks District at this time. The Board will be given the opportunity to provide input on types of programs they would like to see implemented and discuss options to increase programming. Discussion and possible action

### 7. REPORTS

Administrative - District Administrator Shaw

- Current Operations Report

Maintenance – Maintenance Supervisor Zanni

- Seasonal Tasks / Rink Operations

Financial – Administrative Assistant Smith

- FY2324 – budget overview thru 12/31/23

**8. FUTURE AGENDA ITEMS**

- District Administrator Employee Performance Evaluation

**9. BOARD/STAFF COMMENTS**

**10. ADJOURN**