

STRAWBERRY RECREATION DISTRICT  
BOARD OF DIRECTORS MINUTES  
February 11, 2009

Chair Francis called the regular meeting of the Board of Directors of the Strawberry Recreation District to order at 7:05 PM.

**QUORUM CALL:**

Present were Directors Baldwin-Leonard, Francis, Klopfer, Spinola-Schwartz, and Zener. District Manager Leanne Kreuzer, Joy Murphy, Jennifer Vuillermet from County Counsel, and members of the public were also present.

**OPEN TIME FOR PUBLIC EXPRESSION:** (limited to 3 minutes per person): A member of the public commented that the Tennis early bird discount is being discontinued.

**AGENDA ADJUSTMENTS:** None

**MINUTES CORRECTIONS:** Director Klopfer stated that "'she" should be changed to read "the District Manager" in the pool drain section of the January minutes.

**MINUTES**

- **Motion:** Approve the January 14, 2009 minutes. M/S/C Klopfer / Francis  
Ayes: Baldwin-Leonard, Francis, Klopfer, Spinola-Schwartz, and Zener.  
Noes: None Absent: None

**NEW BUSINESS**

**FISCAL REPORTS – CONSENT CALENDARS:**

- **Item B1.** Approval & Confirmation of Expenditures, Disbursements, Warrants, Payroll
- **Item B2.** Review, Weekly Deposit Reports
- **Item B3.** Transfer of Funds

**Motion:** Move to Approve Fiscal Reports – Consent Calendars.  
M/S/C Klopfer / Spinola-Schwartz  
Ayes: Baldwin-Leonard, Francis, Klopfer, Spinola-Schwartz, and Zener.  
Noes: None Absent: None

**OLD BUSINESS**

Item C1. Action Item: Discussion and approval of reorganization of administrative duties and staff, including elimination of the Recreation Supervisor position.  
Recreation Supervisor Joy Murphy reviewed her 6 year 8 month history with the Strawberry Recreation District. Chair Francis thanked Ms. Murphy for her presentation. A member of the public who regularly attends the SRD Aerobics classes praised the Recreation Supervisor's skills and service to the Strawberry Community, and commented that it is a difficult time to lose a job. A second member of the public suggested a 1-week of severance per year of work.

**Motion:** Move to reorganize including the elimination of the Recreation Supervisor position. M/S/C Klopfer / Baldwin-Leonard  
Ayes: Baldwin-Leonard, Francis, Klopfer, Spinola-Schwartz, and Zener.  
Noes: None Absent: None

Item D1. Action Item: Discussion and approval of severance package for Recreation Supervisor.  
Jennifer Vuillermet from County Counsel stated that the county policy varies due to various unions. Usually there is 4 weeks to 4 months notice and no severance from the county. This position is being terminated, so the Recreation Supervisor would be eligible for unemployment. Director Spinola-Schwartz stated that the severance should be a minimum of 1-week per year of service. Director Baldwin-Leonard stated that the severance should be fair and reasonable. Jennifer Vuillermet from County Counsel stated that this is a gift. Chair Francis suggested 1-week per year of service prorated for 6 years 8 months with the District. District

Manager Kreuzer recommended Friday February 13 as the last work day. Regarding setting a precedent Jennifer Vuillermet stated that times are tough and this severance decision may affect layoffs 3 months from now, but not 10 years from now with a different Board. A member of the public commented that the minutes should reflect that the position is being eliminated. The Board felt a severance was due in recognition of the caliber of service and the economic conditions that may affect future Ms. Murphy's job search.

**Motion:** Move to grant a severance to the Recreation Supervisor of 1-week per year served prorated with cash value payout 2-months health benefits and Delta Dental benefits starting this Friday 2/13/09.

M/S/C Zener / Spinola-Schwartz                      Ayes: Baldwin-Leonard, Francis, Klopfer, Spinola-Schwartz, and Zener. Noes: None    Absent: None

Item D2. Appointment of Penny Leonard Baldwin to the Zone IV Committee.

**Motion:** Move to Appoint Director Penny Leonard Baldwin to the Zone IV Committee.

M/S/C Spinola-Schwartz / Klopfer

Ayes: Francis, Klopfer, Spinola-Schwartz, and Zener.                      Noes: None    Absent: None

Director Baldwin-Leonard recused herself from the vote.

Item D3. Tiburon Penn Little League temporary fencing and banners for 2009 season

District Manager Kreuzer stated that the Little League banners were a trial last year. The Board needs to decide on the banners this year and what size, 4x6 or 4x8. The banners would up February through July. If banners are open to one renter then it must be open for the community, the soccer league, the basketball CYO, and the Seals swim team. Director Klopfer suggested allowing the Seals to hang signs at their events. The funds from signage goes to the leagues. The little league fence can hold up to 20 signs if both sides of the fence are used. The Board directed that up to 8 -4x8 signs will be allowed this year as a trial facing the building on the major field.

#### **ADMINISTRATION:**

#### **MANAGER'S REPORT**

District Manager Kreuzer commented that the office is transferring calls to voice mail and using outlook. CAL PERS, FICA research is continuing. The Manager has met with the Seals swim team and is planning to meet with TPLL and TPSL. The Board meeting box has been organized. The Manager also recommended purchasing a 4-drawer fireproof file for the minutes, resolutions, and other documents. Regarding Social Security, the District would have to dissolve and rename in order to opt out of the system. The Tennis/Swim Day Camp will leverage the skills of Maurice Newman, the Tennis Professional. The program will feed into the tennis and the swim programs for the District. Jane Pavis will be the contracted camp Recreation Specialist, but the Manager will be involved to ensure overall safety and quality control. The drains have been installed, 4 drains on a "T" frame for the big pool. The 9 spa drains are covered. The recreation classes have 2 or 3 people. Camp Night is sold out in the gym, and there are a few spaces left on the 1<sup>st</sup> floor. Maintenance needs to install the par course and power wash the District entrance. The dug outs, backstop and benches need power washing. The Board consensus was to eliminate the Tennis early bird discount as it was not advertised. The pool early bird discount will have a grace period through Friday. The Board discussed the open space and benches on Water-Tank Hill.

Item E2. Design Sub-Committee Report

Director Klopfer reported on the formulation of a Master plan to provide uniformity and direction for the upkeep and improvements to the District. The plan is for California modern contemporary indoor outdoor. The main building has been painted recently. The forest green will be phased out. The railings will be a matt black and the elevator will be black as well.

Item E3. Human Resource Sub-Committee Report

Three levels of goals. There will be a closed session in March. The District will use fair labor standards evaluations

#### **CORRESPONDENCE:**

Matters of an Urgent Nature Arising Since Agenda Distribution:                      None.

**GOOD OF THE ORDER**

There being no further business to come before the Board, Chair Francis motioned that the meeting be adjourned, seconded by Director Zener. The meeting was adjourned by Chair Francis at 9:22 PM.

**The next regular meeting of the Strawberry Recreation District Board of Directors will be held on: Wednesday, February 11, 2009.**

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Secretary, Board of Directors  
Strawberry Recreation District

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Chair, Board of Directors  
Strawberry Recreation District