

**North Humboldt Recreation and Park District**  
**Board of Directors Meeting**  
Wednesday, April 15, 2026

**Directors Present:** Jan Ross, Patrick Swartz, Sue Cashman, Karin Grantham

**Directors Absent:** Harvey Kelsey

**Also Present:** Dave Nakamura

The meeting was called to order at 4:32 P.M.

**SUBJECT:** Approval of the Agenda

**MOTION:** A motion and a second (Swartz/Cashman) was made to approve the agenda.

**ACTION:** The motion was approved.

**SUBJECT:** Approval of the Minutes –

**MOTION:** A motion and a second (Cashman/Grantham) was made to approve the February minutes.

**ACTION:** The motion was approved.

**MOTION:** A motion and a second (Swartz/Grantham) was made to approve the March minutes.

**ACTION:** The motion was approved.

**SUBJECT:** Public Comment – A pool customer, Debby Lazzar, engaged via Zoom for Public Comment. She said she received a cut on her arm from a lane line. She stated she was pulled into the lane line from the current created by the slide that was operating at the time. Dave will email Debby in order to get her the information that she mentioned during her comment. This included a written statement and some photos. He will also forward to the pool staff for a more detailed resolution.

**SUBJECT:** Program Report –

Meaghan sent a short-written report since she is out of town this week. There was discussion about the exercise bike. Apparently, the company sent a bike that is not working but doesn't want it shipped back since it is so expensive to ship. It's possible it could be repaired. Aaron is looking into it.

There was also discussion about the roof repair. Dave will continue to communicate with A & I. He said that they are having a lot of trouble getting the materials shipped into the county.

SUBJECT:    Financial Report– The March statements were reviewed. There are some items that will need to be corrected so the statements are definitely in the draft form.

The trends that have become apparent over the past few months have continued. Revenue lines are slightly up almost across the board. The number of season passes sold was reviewed. Some categories such as adult passes are down compared to historical numbers, but overall revenues on passes are up. Expenses are following similar trends as past months. The amounts spent on “administrative” expenses were reviewed and discussed. The look ahead for the year end projection shows a 30k to 40k revenue over expenditures for the fiscal year.

SUBJECT    Management Update–  
Dave will be submitting the required payroll report to the State Controller’s office next week. He explained the function of the Controller’s office as being similar to the IRS for governmental agencies in California.

SUBJECT    Sub-Committee Update–  
Patrick reviewed the work of the sub-committee. The existing and proposed future organizational charts were reviewed. There was discussion about the various job functions and who is presently doing what. The next steps are to create a complete suite of job descriptions by August or so. At that point an announcement and job search would be initiated.

SUBJECT    Other Old Business–  
No old business

SUBJECT    Humboldt Area Foundation Fund Creation–  
Board member signatures on the formation documents have been done. Dave will work on the next steps to finalize the opening of the fund.

SUBJECT    Transfer of Funds from the Humboldt County Investment Pool–  
MOTION:     A motion and a second (Swartz/Cashman) was made to move the available cash less \$10,000 from the County Pool to the Redwood Capital Bank checking account.

ACTION:     The motion was approved.

MOTION: A motion and a second (Swartz/Cashman) was made to move the available cash less \$10,000 to California Class.

ACTION: The motion was approved.

Note: At this point the recording stopped operating.

SUBJECT Adjournment –

MOTION: A motion and a second (??) was made to adjourn the meeting.

ACTION: The motion was approved.

The meeting was adjourned at 6:21pm

Approved By:

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Jan Ross, Board Chair

Date