

INFORMATIONAL MEMORANDUM

Tukwila Metropolitan Park District

TO: Tukwila Pool MPD Board President

FROM: David Puki, Tukwila Pool Advisory Committee Chairman

DATE: February 10, 2014

SUBJECT: TPAC Committee Chair's Report

ISSUE

Summary of the February meeting held at TCC

FINANCIAL IMPACT

N/A

BACKGROUND

Meeting date February 01, 2014

DISCUSSION

- 1) Our ED presented draft resolutions to replace Resolutions 8 & 11. Both were discussed in detail to provide input on wording. Jennafer also provided information on issues she is currently working including TPAC direction and fund raising.
- 2) A new meeting location was discussed. The committee agreed that keeping the meetings at TCC would be best and more inviting for the public to attend the meetings. Several schedule changes were discussed for July and December. Due to the holiday in July and room availability in Dec.
- 3) We received a marketing subcommittee update from Jeri including a list of events for 2014. Finding enough funds in the marketing budget generated a lengthy discussion. Jeri has been asked to solicit Tukwila business sponsorship to help reduce costs.
- 4) The committee discussed the idea of placing staff identification photos in the lobby. It would be welcoming and create a more positive environment. A motion to make a recommendation to the Board received unanimous approval. (See below)
- 5) The committee was asked for each member to go through the KJ Design report and submit their list of the top 5 recommendation priorities to our ED. Jennafer also requested that she receive them no later than Feb. 13th so the information can be provided to the Board in February.

RECOMMENDATIONS

TPAC recommends TPMPD consider a policy where by the pool operator posts all active pool staff members image and name in a prominent location at the pool. TPAC further recommends that where a minor is involved parental consent is obtained.

**Tukwila Pool Metropolitan Park District
Tukwila Pool Advisory Committee**

TO: Tukwila Pool Advisory Committee
FROM: Vanessa Zaputil – Vice Chair
DATE: 1/29/2014
SUBJECT: Tukwila Pool Advisory Committee Meeting

If you are unable to attend, please notify Vanessa at 206-242-9945

AGENDA

Sat., February 1, 2014
8:00 AM

Meeting Location: Tukwila Community Center

Call to Order

Approval of Minutes – January 11, 2014

Business Items:

- 1) 25 min: Executive Director Update on Board Direction and MPD Meeting
- 2) 5 min: Meeting Location
- 3) 30 min: Marketing Update and Direction Discussion
- 4) 30 min: Safety Discussion and Suggestions

Other

Next Meeting: March 1, 2014

Adjournment

TUKWILA POOL ADVISORY COMMITTEE

JANUARY 11, 2014

MINUTES

TUKWILA COMMUNITY CENTER – SENIOR CARD ROOM

Call to order: 8:04 am

ATTENDANCE:

TPAC Committee: Kay Mulliner, Vanessa Zaputil, David Puki, Kim McCoy and Jeri Frangello-Anderson

Tukwila Pool MPD Clerk: Kate Kruller

Tukwila Pool MPD Commissioner: Allan Ekberg

Executive Director: Jennafer Cargill

Guests: Diane Myers, Ellen Gengler and Gene Achziger

APPROVAL OF DECEMBER 4, 2013 MINUTES: Vanessa made motion to accept minutes as presented, Kay seconded. Unanimous

Business Item 1: Discussion and revision of MPD Resolution 8 language to expand membership and include student participation per board request. Vanessa made a clarification to business item 1 to remove “expand membership” to just include student participation, since the board didn’t give TPAC direction on this item.

Vanessa had sent an email to all members with a current copy of resolution 8 and draft language for us to all work from as a starting point. Vanessa reformatted section 2 Membership from resolution 8. Vanessa separated out 3 separate items to make it clearer A) Terms of Membership, B) Student Representation and C) Vacancies. Vanessa noted that there is 2 parts to this the language for the resolution and the process involved.

Kate indicated that what her roll as the clerk this year is to figure out things that should be happening that may or may not be happening and picking up action items to take back to the MPD for discussion. Dave indicated that this is fantastic, but this is something that we will put on the February meeting agenda, since the January meeting has quite a full agenda.

Current Section 2 of resolution was read alongside the reading of the proposed language. Vanessa indicated that in speaking with the City Clerks office that the current resolution will be totally revamped

to included other changes, such as the name change to include the new name Tukwila Pool Advisory Committee. Ellen asked the question regarding Terms of Membership where it reads two one year appointments and three two year appointments is this verbiage correct at this time. Vanessa indicated that it really isn't accurate, but since the board had directed TPAC to work on the Student Participation portion this not a lot of time was focused on this section. Ellen also asked if there was any thought about whether current student staff would be excluded from TPAC Student Participation. Discussion amongst the group regarding conflict of interest with student involvement had many different ideas presented, the main focus being is that we want to hear from the students and let them know that their opinion and voice matters. Whether they are currently employed by the pool or not, these students can bring a lot of insight and ideas to the group that can be a very valuable benefit. Vanessa indicated that she would like to see on all TPAC agenda's a standing item for student ideas, suggestions or concerns. Vanessa also noted that any high school student can apply to become a member of TPAC by applying with the regular application. Student representation would not be a voting position. The current application already allows for High School students to apply. This would give the student a voting right.

Discussion in regards to the number of student position involved many perspectives. One of them being that students sometimes can feel overwhelmed when in a group with a lot of adults, by allowing more than one they may feel more comfortable in attending. There is also the fact that sometimes schedule conflicts can transpire which allows for one student to not be able to come, but can pass along the minutes and information to another student who is able to attend. Decision to not have student rotation included, was eliminated. The expectation would be that they would attend an expected amount of meetings. Attendance of meetings by students would be documented in the TPAC meeting minutes and forwarded to the school district.

Vanessa made motion to accept resolution language to read:

- A) Student Representation.** In addition to the appointed positions, the Commission will recruit up to four high school student representatives who reside in Tukwila to participate as non-voting members on the Tukwila Pool Advisory Committee. The student(s) will be selected in September and the student(s) will be expected to participate through the school year.

Jeri seconded.

Kim abstained.

Diane suggested that the student representative maybe write a small article in the school paper.

Student representation process presented by Vanessa, it was noted to remove line 3 under terms of office in regards to student rotation, adding standing TPAC agenda item for student input and attendance and participation to be documented in the TPAC minutes.

Kim made motion to accept student representation process document presented with amendments proposed and subject to final review by email. Vanessa seconded. Unanimous

Dave made motion to extend meeting by 15 minutes ,Kim seconded. Unanimous

Business item 2: Follow up discussion of 2014 Marketing Plan and schedule of events

Jeri noted that she had reached out to Amy and Stephanie regarding the January marketing meeting. The response was to allow our new Executive Director, Jennafer Cargill get up to speed and would be in touch regarding the next meeting date. Jeri indicated that there is an expectation on her level that there would be a January marketing meeting. Dave asked if there was any plan on any events for 2014 and what the involvement would be.

Allen made a brief comment that TPAC advises the MPD Board and that that it would be great if we could have an executive steering committee that will help support the Executive Director. Any support would be very much appreciated.

Business Item #3) New meeting day and time for TPAC

Kim made motion to move TPAC meetings to the 1st Saturday of the month, starting at 8:00 at TCC, Vanessa seconded. Unanimous

Gene Achziger indicated the Mt Rainier Pool will be closed for at least 10 days in the month of February. Gene indicated that they are looking at a dog swim event before closing and a movie night once the new lights are installed.

Vanessa made motion to adjourn, Jeri seconded. Unanimous Meeting adjourned 9:49 am.