

Tukwila Pool Advisory Committee

September 6, 2014

Minutes

Tukwila Community Center

Call to Order: 8:11 am Dave Puki

ATTENDANCE: TPAC Members: Jeri Frangello-Anderson, Vanessa Zaputil, Dave Puki

TPMPD Clerk: Kate Kruller

TPMPD Executive Director: Jennafer Price-Cargill

GUEST: Diane Myers

Approval of August 2, 2014 Minutes: Vanessa made motion to accept minutes as presented, Jeri seconded. Unanimous vote

BUSINESS ITEM 1: Community/public pools marketing discussion continuation. Capture any lessons learned from first community/pool event: Presentation was made to the board at the August MPD meeting and very well received. Biggest challenge was determining crowd attendance. Follow up with Parks Department for what their opinion was regarding the event and if they would like to see a continuation of this event in the future. Consistency is key, need to continue at least 3 years to see results. Early planning would also help with organization for volunteers from different organizations and sponsorship opportunities. Jennafer indicated that as we go through this transition more community events will be key in the future. Marketing in the future for upcoming events would be key to get the word out like eblasts to members, signage, staff involvement. Continue marketing events at the pool for 2015, possibly once a quarter. Jennafer indicated that with the transition she would love to see TPAC be very involved with helping the new Aquatics Manager with marketing. TPAC to add a 15 minute marketing agenda item to each TPAC meeting.

BUSINESS ITEM 2: MPD Operations transition subcommittee reports and discussion what's next moving forward:

Logistics Committee: Dave Puki .

Dave indicated that there is a lot to accomplish. Verna had provided a policy matrix showing what Tukwila currently has, William Shore Policies and Des Moines Policies to be able to work with as a guideline. Task list was provided to include Finance, Human Resources, Pool Operations, Legal and IT. The Logistics Committee decided that IT is such a huge task, that they have requested that there be an IT

Committee be formed. Finance is also a big item, that this also be included with the Budget Committee. Discussion at the Logistics meeting and looking at the possibly of continuing contracts with current service providers for continuation of services. Communication between current and new operations will be key to success. Next Logistics meeting is September 18th at 6:30 at Valley View Library.

Budget Committee: Vanessa Zaputil

Recommendation made to Commissioners to authorize to pay Aquatic Manager and try to stay to lower end of the salary base. Discussion regarding the Executive Director salary and the additional work that will be required and how she will be compensated. Next Budget meeting, September 6, 2014 from 1-3 at the Burien Library. Discussion regarding the possibility of having the sub-committee meetings at Valley View Sewer district.

Hiring Committee: Jennafer Price-Cargill reported due to Kim McCoy not available

19 candidates, 11 made it through the minimum qualifications. 11 were asked to do a phone screening, out of the 11, 9 did phone screening. Jennafer did all phone screenings, 6 were recommended and 5 moved forward. 1 candidate is local and 4 are out of the area. Skype interviews to take place on September 9th and 11th. Committee members to review recordings of interviews and present their recommendation on September 23rd to the board. Steve Burke also to interview the candidates one on one to review their qualifications.

BUSINESS ITEM #3: Executive Director Report. Jennafer indicated that in 2015 she would really like to see TPAC be very involved with marketing and policies in 2015. TPAC members were in total agreement with future involvement regarding marketing and policies.

Vanessa made motion to adjourn, Jeri seconded.

Meeting adjourned 9:46

Next TPAC Meeting October 4, 2014