



## Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

### Stuhr Center Advisory Committee Meeting

Date: December 12, 2011

Time: 12:00 p.m.

Location: Jenkins Estate

#### In Attendance

Committee Members:

Doris Regan (Chair), Robert Cannon, Harold Eves, Edith Frahm,  
Diane Jarvis, Dave Magee & Norm Vaillancourt

Staff:

Lisa Novak, Linda Jo Enger & Brenda Peterson

Guests:

Ann Mackiernan, Operations Analysis Manager

Laurel Reilly, Liaison for the Beaverton Sr. Advisory Committee

#### I. Call to Order

Doris called the meeting to order at 12:30 p.m.

#### Guest Time:

Ann Mackiernan attended our regular meeting to update the Committee on the status of the 20-Year Master Plan (2006). The two changes that will be affecting the plan are the 2010 Census and the approval of the 2008 Bond Measure. The other major change will be to break out Functional Plans (park, trails, natural resources, fields and programs) to address "fluid" goals meeting the "bigger" goals of the Comprehensive Plan. (1) Ann will be receiving the demographic information from Portland State University and analyzing the information compared with the National Recreation and Park Association (NRPA) standards as they relate to THPRD and the Comprehensive Plan. (2) In the spring, Ann will return to the Committee with her findings as they related to the 55 and Better population throughout the Park District.

#### II. Approval of Minutes

R. Cannon made a motion to approve the minutes as presented, seconded by D. Magee and approved unanimously (quorum established).

#### Upcoming Events:

**Stuhr Center Day & Holiday Celebration**

Wed, December 14

**Holiday Concert** Wed, December 21

**End of the Year Dance** Fri, December 31

#### III. Financial Report

The financial summary, prepared by the Accounting Department, was distributed along with an update of the detailed deposits and expenditures of the Advisory Committee checking account.

Brenda provided a report of coffee sales and expenses for September 2009 - November 2011. As a result of the Committee subsidizing the coffee expenses, a different brand will be selected, which will lower the coffee expenses by about half. Brenda will continue to keep track of sales and expenses and provide another report in a few months.

Brenda requested that the Committee members remember to submit their volunteer hours for the different activities that they participate in throughout the year, i.e., Wellness Day, Grandchildren's Day, parade activities, etc.

#### IV. Old Business

Goals 2011	Status	Expansion Goals	Status
Adopt a Grandparent - Grandparents Day	Event 12/10/11	Furniture	See New Business
		TV's in the fitness room	See New Business
		Internet connection and computer for public	Continuing discussion

#### Bond Project Expansion Update – Linda Jo

- The punch list for the lobby and new fitness room is scheduled for December 15. Staff, architect, contractor and THPRD planner will participate.
- NEW cardio and fitness equipment should be delivered the end of December. There is a plan for a “soft” opening of the fitness room the 2<sup>nd</sup> week in January. This also includes opening the lobby and moving Joanie to the front.
- The metallic paint in the new restrooms will be repainted again with a different brand to fix the brush stroke issues left behind by the first product.
- Members of the Committee continue to be disappointed that the roof was not complete over the attached structures and why they were not included in the bid. These structures are seen in every special event and activity that occurs in the Manzanita Room and it is a disturbing sight. Linda Jo noted that these structures were not included in the first bid and the Planner is waiting to see if there are funds available at the end of the project to finish these two areas.
- Exposed pipes will be painted to blend into the ceiling color.
- Facility Closure: there will be a week in February where the Center will be closed...date TBD.

#### **Other Old Business**

- Doll House Raffle: tickets for the raffle are moving slowly. We hope to get the announcement out at various events.
- Grandchildren's Day was a success again. The new photo booth was awesome. Thank you to David, Harold, Robert and Norm for being adopted grandparents for local children without their grandparents available.
- The open forum will be January 11, 2012, at 11:00 a.m. to answer questions about Park District programs and activities for those 55 & Better.

#### **V. New Business**

Creekside Independent Living: Norm mentioned that they are committed to continue to supply refreshments for the Thursday dance again this coming year. Linda Jo will ask Linda A to send a thank you for their participation.

#### City of Beaverton – Senior Advisory Committee

- The Committee had their election of officers for the next year.
- Their guest speaker spoke about resources for veterans and spouses of veterans. Linda Jo suggested that we exchange information regarding this resource for a possible “Wisdom Wednesday” event speaker.

Furniture: Linda Jo brought fabric samples and pictures of the furniture that has been selected for the lobby and fitness room. **MOTION: H. Eves moved that the Advisory Committee pay for the lobby and weight room furnishing at \$23,357.53 and to include rental of furnishings for two months not to exceed \$25,000.00. Seconded by D. Jarvis. Motion passes unanimously (quorum established).**

NuStep Machine: **MOTION: H. Eves moved that the Advisory Committee pay for the T5XR machine. The cost of near \$6,400 (including shipping), minus \$1,600 available Challenge Grant funds, not to exceed \$4,800.00. Seconded by D. Jarvis. Motion passes unanimously (quorum established).**

AV Equipment for the Fitness Room: **MOTION: H. Eves moved that the Advisory Committee pay for the stereo, speakers, televisions, computer and other accessories associated with the new sound system to a total of \$17,134.75. Seconded by D. Jarvis. Motion passes unanimously (quorum established).**

#### **VI. Next Meeting will be held on Monday, January 9 at 10:00 a.m. at the Elsie Stuhr Center.**

Meeting adjourned at 2:30 p.m.

Respectfully submitted,  
Brenda Peterson, Recording Secretary