***Special Board Meeting Minutes***

***January 31, 2024***

CALL TO ORDER/ROLL CALL

The Special meeting of the Irrigon Community Park & Recreation District was held at the Irrigon Fire Station, Irrigon, Oregon. The meeting was called to order at 6:30pm by Vice-Chair Dave Cooley.

Board of Directors present were Neila Coffman, Kent Heidt and Glenn Maret. Absent was Burrel Cooley. Staff present was Sandi Wodarczak.

PUBLIC ATTENDANCE:  
There was no public in attendance.

EXECUTIVE SESSION:

The Board moved into executive session at 6:42pm to discuss the interviews conducted January 29, 2024 for the Sports Director Position.

The Board closed the Executive Session and moved back into an open meeting at 7:04pm.

NEW BUSINESS

Youth Sports Director Position:

There was general discussion regarding the starting salary. It had been discussed to start between 30k and 35k annually. General consensus is to offering starting salary at $32,000.00 annual and look at increase after one year.

Motion by Neila to offer the position to Ken Thompson, with an annual salary of $32,000.00, seconded by Kent. Motion passed unanimously.

Dave will contact Ken and Sandi will contact the other applicants.

There was general discussion regarding Board performing a six-month evaluation, followed up with a year review period.

There was general discussion regarding having Ken provide a preliminary list of things to do;

Code of Ethics – for the position

Policy of Job Description – Visions  
Attendance of Monthly Board meetings

Adjournment

There being no further business, the meeting was adjourned at 7:18pm

**Dave Cooley 02/26/2024**

**Authorized Signature Date**

**Sandi Wodarczak 02/26/2024**

**Attesting Witness Date**