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**MINUTES**

Jefferson County Parks & Recreation Commission

April 17, 2024

<https://us02web.zoom.us/j/87842521381?pwd=MW5IcHNqWjNnTEt1Y3lLb1BzQUJSZz09>

 In person at Jefferson County Community Center,

Sam Michaels Park

1. Call to Order: 7:01pm
2. Roll Call: Allen, Benzinger, Derrickson, Fields, Holland, McIntyre, Milbourne, Thompson

1. Public Comment: none
2. Approval of Minutes: Allen made a motion to approve. Approve.
3. Treasurer’s Report: Treasurer Derrickson gave report.
4. Director’s Report: Director Myers updated all park projects. The open house for registration went very well. Motion by Benzinger to approve new hires. Approved

 VII. Standing Committee Reports

 1. Executive: No

 2. Finance: met to discuss the budget

 3. Infrastructure: No

 4. Operations: No

 5. Human Resources: No

 6. Audit: No

 IX. Old Business

1. Discussion, review & Possible action on approval of employee handbook.
	1. Fields made a motion to table until next month.

 2. Discussion and possible action on bank transfer policy.

 a. Fields made a motion to table until next month. Approved

 X. New Business

1. Discussion and possible action on approval of emergency repairs/replacement to the HVAC system at the Jefferson County Community Center.
	1. Benzinger made a motion for Director Myers to ask the County Commission for half of the amount for the HVAC but due to the emergency need the Parks and Recreation will move ahead to order for the replacement of 2 united up to the amount of $110,000. Approved.

 XI. Adjournment: Benzinger made a motion to o adjourn the meeting at 8:15. Approved.