

AGENDA -Tentative

Chuckanut Community Forest Park District (CCFPD)
PO Box 4283
Bellingham, WA 98227

Regular Meeting

Thursday, April 25, 2013

7:00 to 9:00 PM

Fairhaven Branch, Bellingham Public Library

1117 12th St, Bellingham, WA

In the Northwest Room

Call to Order by John Hymas, President

This meeting is being voice recorded.

Welcome Commissioners and Citizens. Thank you for coming!
Per Chapter 42.30 RCW (Open Public Meetings Act), CCFPD board meetings are open to the public.

Roll Call:

Cathy McKenzie

Susan Kaun

John Hymas, President

John Brown

Vince Biciunas, Clerk

Public Comment Period. Each speaker has 3 minutes to address the commissioners.

Motion: To approve the agenda for today's meeting.

Statement from Commissioner John Brown regarding hiring of Legal Counsel.

Discussion. Vote

Motion: To approve minutes from March 7 meeting. Some corrections have been received via email. Discussion, Vote.

Motion: To approve minutes from April 18 meeting. Discussion. Vote.

Announcement:

We have a new official Address: CCFPD, PO Box 4283, Bham, WA 98227

Report:

John Brown and Cathy McKenzie have solicited RFQ's for Legal Counsel and we have received applications from six attorney candidates.

Motion: We will now discuss the six applications and vote on those we will invite to interview at either at our next Regular Meeting on May 23 or a Special Meeting called before that date.

OR

[Motion: We will now nominate two Commissioners to review the six applications and present their recommendations for acceptance to us at either our next Regular Meeting on May 23 or a Special Meeting called before that date. Then we will vote to accept the recommendations and schedule interviews with the candidates.]

Motion: To approve the Interview Questions and Evaluation Matrix for General Legal Counsel.

Report:

The President and the Clerk met with our Treasurer Steven Oliver on March 22, on items:

- 1) Funding for expenses, such as a Tax Anticipation Note discussed. We made a deposit of \$15.12 from The Bellingham Herald, refund to CCFPD even though the initial payment for legal notice was made by Commissioner's personal check.
- 2) Feasibility of a government web site or email service--we will need to proceed on our own web site
- 3) Mechanism to accept public donations towards the tax levy—we are ready now to accept funds, we have the forms for deposits to the County DDFPD Account.
- 4) Procedures for expenses-vouchers available, and signatures of approval needed for expense reimbursements. Clerk must submit the voucher with original signatures, and keep a copy for auditors with original receipts. Motion to provide signatures upon review of the voucher and receipts.
- 5) Initiate an account at The Bellingham Herald for Advertising Credit Account. Signatures needed for application. Motion to proceed.

Report:

The Clerk has received and tentatively responded to public records requests. We need a clear procedure. In the meantime, please submit to the Clerk any and all communications you have regarding the creation of the agenda for our first meeting of March 7th. Any emails dated between February 26 and March 7 of 2013.

Motion: Shall we create a press release to inform our neighborhood organizations, such as an article for their newsletters?

We have received an invitation to send a representative commissioner to the June 13th meeting of the Edgemoor Neighborhood Association, together with a representative of Bellingham Parks to discuss our status. Who would like to attend?

Other New Business.

Adjourn.

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