

MINUTES — Regular Meeting
CHUCKANUT COMMUNITY FOREST PARK DISTRICT
Wednesday, May 27, 2020 at 6 PM
Online Meeting Through Zoom
Mailing Address: PO Box 4283, Bellingham, WA 98227

Official email addresses for Commissioners, where public may send comments (subject to public disclosure):

John Hymas jhymas1331@gmail.com
Hue Beattie hue.ccfpd@gmail.com

Frank James fjames.ccfpd@gmail.com
John McLaughlin johnm.ccfpd@gmail.com
John G. Brown jbrown.ccfpd@gmail.com

Our Mission: The mission of the Chuckanut Community Forest Park District is to ensure the entirety of the property is protected in perpetuity in public ownership, with respect for its ecological, recreational, and educational functions and to serve as a fiscal mechanism through which the district, via a tax levy, will repay the City of Bellingham for the Greenways Endowment Fund loan.

Call to order: Frank James. Welcome Commissioners and Citizens. Per Chapter 42.30 RCW (Open Public Meetings Act), CCFPD board meetings are open to the public. This meeting is being voice recorded. Due to the Covid-19 outbreak and the Governor's "Stay At Home" Order, this meeting of the Chuckanut Community Forest Park District will be conducted online on Zoom. Directions to attend are posted on the Home page of Chuckanut Community Forest Park District website.

Roll Call: Frank James (President), John Brown, and John McLaughlin are present. We have a quorum and we can conduct business.

Motion: Moved to approve agenda by John Brown, seconded by John McLaughlin. Approved by all present 3/0.

Motion: Moved by John R. Brown to approve the April 22 meeting minutes. Seconded by John McLaughlin. Approved by all present 3/0.

Introductions: Robyn Albro, Secretary, attended the meeting.

Old Business: Resolution #15 for bill paying when the board cannot meet has been sent to the Commissioners. Discussion and voting on this resolution will not happen until the board can do more than routine and necessary business, as our counsel has advised us.

Frank James did not receive an answer to an email he sent to Nicole Oliver about current work being done in the Chuckanut Community Forest. F. James did review two emails he had received about management of the forest. One was that there would be no naming of the forest until after the long term plan had been discussed and as part of that process the naming would take place. The second thing that was communicated to us was that it is the belief of the park department at the city that this has already been incorporated into Fairhaven Park as part of the changing of the status of the park with respect of zoning. We have not received clarification about if both of those are true, how they inter-relate. Since Bob Carmichael isn't here, there isn't much more to talk about at this point until we hear more.

Monthly expenses and cash flow sheets.

Petty Cash: WECU Bank account balance as of 4/30/2020 was \$2,720.09.

Treasurer's Report: As of April 30, 2020, Whatcom Co. Treasurer's Monthly Report, beginning unencumbered cash balance (4/01) \$216,315.53, ending unencumbered cash balance (4/30) \$367,802.28.

Motion: Moved by John R. Brown and seconded by John McLaughlin to approve District Payroll Input Form, wages for Robyn Albro, 18.75 hours in April 2020, total gross of \$468.75. All approved 3/0.

Consent Agenda: Motion to approve following payment by John R. Brown and seconded by John McLaughlin. Approved by all present 3/0.

- Payment on the April 15, 2020, Invoice #91183 from Carmichael Clark PS for \$2,963.00, for regular professional services.
- Payment on the April 22, 2020 Invoice #30916 from Whatcom County Administrative Services for \$30.00 for first quarter payroll services.
- Payment on the May 4, 2020 Invoice #2377 from Highwaters Media, LLC for \$155.00 for website updates.
- Payment on the April 30, 2020 Invoice from Robyn Albro for \$55.27 for mileage for February, March and April.

New Business: Robyn Albro paid for a zoom membership for a month. R. Albro is also in the process of filing the state annual report due at the end of the month. She will send copies to the board.

Robyn Albro received a letter from the City to confirm that John Brown is the contact person. We will keep it as the same person for now. If John needs to change it, he will let us know.

Also we received a refund from RLI on the overpayment on the bond for \$525.

R. Albro will send an email to board members right after the meeting which they need to respond to confirming that they approved payroll and bills to be paid.

Next meeting: Wednesday June 24, 2020, Details to be announced before the meeting.
Adjourn. Time: 6:24 pm.