

Kitsap Public Facilities District

Minutes of the Board of Directors Meeting

Monday, July 27, 2015

Silverdale Beach Hotel Cove Room, 3073 NW Bucklin Hill Rd, Silverdale, WA

Attendance: Jeff Braden, Chair; Patrick Hatchel, Vice-Chair; Teresa Osinski, Treasurer; Walt Draper and Rick Smith

Staff: Mike Walton, Executive Director

Absent: Tom Bullock, Daron Jagodzinske.

1. **Call to Order:** A quorum being present, the Chair opened the meeting at 5:38 PM.
2. **Meeting Minutes:**– Minutes from the Meeting on the 29th of June were distributed electronically before the meeting.
A motion was made by Walt Draper to approve the Minutes from the June 29th meeting. It was seconded by Patrick Hatchel and passed unanimously.
3. **Regional Facilities: Kitsap Conference Center Mid-year Report – Arne Bakker, GM**
Arne presented the latest performance over the first six months of 2015 for the KCC. The results were less than forecast, payroll costs were high and large group bookings were still not meeting projections. Room availability was still an issue.
The ED asked Arne to provide a report of the lost bookings because of inadequate room bookings. They are restructuring the staffing and improving efficiency.
4. **Financial Reports:**
 - A. **Monthly Financial Reports** – The ED summarized from the June financial reports.
Revenue (from April sales tax) was \$103.1K, up 8% over 2013 and highest ever in June. After the 286 transfer of \$70K, and the mid-year 2006 bond payment of \$20.2K, the expenses were low, at \$4.9K and the net gain was an \$8K addition to cash.
 - B. **Sales Tax Rebate Revenue by Month Report** – The report through June was available and showed the total revenue for the year to be \$612.5K.
 - C. **Current Invoices** – A combined Blanket Voucher of invoices in the amount of \$3,840.30 for June was reviewed by the Treasurer and submitted for approval. This amount included \$2500 for two months of marketing for the VKP.
Teresa Osinski moved to approve the Blanket Voucher of \$3,840.30. It was seconded by Patrick Hatchel and passed unanimously.
5. **Regional Facilities:**
 - A. **Kitsap Fairgrounds and Event Center** – report submitted electronically
The report showed growth over last year.
 - B. **NKREC ILA update** – will be discussed in the Strategy & Study Session to follow the meeting.
6. **New Business:** None
7. **Ongoing Business:**
 - A. **Reschedule the Study & Strategy Session**
A single topic session, NKREC, to be held following this meeting
8. **Executive Director’s Report:** Sent electronically.
9. **Public Comment:** None

10. Announcements:

The next Regular Meeting of the Board will be on August 24th at 5:30 pm in the Cove Room at the Silverdale Beach Hotel.

Meeting was adjourned at 6:40 pm