

# Jefferson Park and Recreation District

## Board Meeting Minutes

August 13, 2025

Remote meeting information provided at [jprd.specialdistrict.org](http://jprd.specialdistrict.org)

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### 1. Call to Order

The meeting was called to order by Board President Derek Mendiola.

### 2. Roll Call

Present: Derek Mendiola, Heidi Cobb, Mike Mendez, Director Meagan Semanski, and Park & Recreation Coordinator Monique Headley.

### 3. Adjustments to the Agenda

The agenda was adjusted as follows:

- Reordered top four items to accommodate new board member oaths of office.
- Added Item 6: Canvass election results.
- Added Item 7: Vacant board position/selection of new member.
- Old Business to include Cheer.
- New Business to include Expansion of Programs.

### 4. Approval of Minutes (June Meeting)

Motion by Mendez to approve the June minutes. Second by Cobb. Motion passed 3–0.

### 5. Oath of Office

- At 6:34 p.m., **Chris Rosanbalm** was sworn in as a new board member (elected May 2025).
- At 6:35 p.m., **Rachel Guzman** was sworn in as a new board member (elected as a write-in candidate, May 2025).
- President Mendiola exited the meeting at 6:35 p.m. With the two new members sworn in, quorum was maintained.

### 6. Audience Time

No audience members wished to address the board.

## 7. Canvass of Election Results

Board members reviewed election results included in their packets. Results were accepted without dispute.

## 8. Appointment of New Board Member

- Director Semanski noted that two of three individuals who submitted letters of interest for the vacant 5th board position were present.
- After discussion, the board agreed to review letters more thoroughly and defer the decision until the September meeting.
- Interested parties will attend the September meeting for informal interviews to further demonstrate their interest.

## 9. Introduction of Park & Recreation Coordinator

**Monique Headley** was introduced and expressed her enthusiasm for the position, noting she is learning the responsibilities of her new role.

## 10. Financial Report

- Financial statements and bills were included in board packets and emailed in advance per board request.
- Director Semanski provided account balances verbally.
- Motion by Rosanbalm to ratify the bills. Second by Mendez. Motion passed 4–0.

## 11. Director's Report

Director Semanski provided updates on:

- **Fall Sports:** Registrations for K–8 sports are lower overall, though 5/6 football and volleyball are strong. Football opened to 4th graders to ensure a full roster, impacting 3/4 flag football slightly. Policy on “playing up” was clarified for the board.
- **Pool Operations:** Summer expenses were high due to needed repairs, but operations ran smoother than last summer. Staff training with JFD scheduled for late June.

## 12. Old Business

- **Pool Improvement Projects:** Minimal communication from Robertson and Sherwood regarding feasibility assessment. Semanski will seek other options. Heater and roof repairs remain priorities. New chemical system has been successful.
- **Policy Manual:** Draft packet from PYAC shared as a starting point. A work session will be scheduled after the 5th board member is appointed.
- **Cheer:** Only three girls registered for fall cheer; board decided to sanction winter cheer only, with activities limited to home games. Coach recruitment to begin in late October.
- **Golf Tournament:** Additional help, entries, and sponsors are needed.

### **13. New Business**

- **Program Expansion:** Coordinator Headley discussed expanding offerings beyond youth sports and the pool, suggesting adult programs (line dancing, step aerobics, etc.).
- Fundraising ideas included a large community event similar to JHS Boosters and potential use of the park as a food cart area to generate revenue and community activity.

### **14. Next Meeting**

September 3, 2025, at 6:30 p.m.

### **15. Adjournment**

Meeting adjourned at 7:33 p.m.