

KEY PENINSULA METROPOLITAN PARK DISTRICT

**D.b.a. KEY PEN PARKS**

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**Special Board Meeting Minutes**

**Monday, July 20, 2020**

*This public meeting was a digital Zoom meeting due to Washington State's COVID-19 "Stay Home, Stay Healthy" mandate.*

**The Zoom Special Meeting of the Key Pen Parks Board of Park Commissioners was called to order at 5:00 pm by Board President Ed Robison.**

**Commissioners Present:** Ed Robison, Linda Parry, Kip Clinton, Shawn Jensen and Mark Michel. Staff present for Key Pen Parks: Office Manager/Bookkeeper Laura Armstrong, Maintenance Supervisor Matt Woodward, Marketing and Grants Coordinator Christina Hallock; and Events Coordinator Veronica Grandt.

**Citizens present via Zoom:** Sami Jensen, Tracey Perkosky, Joanna Martin, Steven Starlund, and Benjamin Hale.

**1. Pledge of Allegiance:** Recited

**2. Special Presentations:** None.

**3. Citizen Comments:** None.

**4. Unfinished Business/Evaluation of Applicants for Executive Director Position:** Four (4) applicants for the Executive Director position were asked to attend this Special meeting for follow-up interview questions with the Board of Commissioners along with the four (4) Key Pen Parks staff members present also participating. Each applicant was informed that they will be placed into a Zoom "waiting room" and transferred into the Executive Session one at a time.

**5. Executive Session/Interview of Applicants for Executive Director Position by Board of Park Commissioners; Duration, Two (2) Hours; Action Expected:** Board president Robison announced that the Board would be going into Executive session pursuant to RCW 42.30.110(g) "to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee" with an expected duration of two (2) hours, commencing at 5:05 pm. The public Special Meeting reconvened at 7:05 pm with Key Pen Parks staff members excused and moved into the Zoom waiting room; President Robison announced that the Executive Session would be immediately reconvened for an additional 10 minutes with just the Board Members present. The public Special Meeting of the Key Pen Parks Board of Commissioners reconvened at 7:15 pm.

**6. New Business/Offering of the Executive Director Position.** Commissioner Jensen made a motion that the board "offer the position of Executive Director to Tracey Perkosky."

Commissioner Clinton seconded. The motion passed unanimously. President Robison thanked all the candidates for taking the extra time to return. Commissioners Jensen and Parry also thanked the candidates for returning to interview and for their work in the community as a whole. Tracey Perkosky took a moment to address the board, saying she is honored and humbled to take on the challenge and accepted the position.

**7. Reconvened Executive Session; Duration 10 Minutes; Action Expected:** The Board reconvened in Executive Session at 7:31 pm to further discuss the selected candidate's qualifications. The public Special Meeting resumed at 7:41 pm.

Commissioner Michel moved “that we authorize the Board President to negotiate a contract with Tracey Perkosky with a starting date and a beginning salary within the range discussed during the Executive Session.” Commissioner Jensen seconded. The motion passed unanimously.

**8. Other minor matters:** Commissioner Jensen thanked the Executive Director Search Committee, Commissioner Michel and Commissioner Clinton, for their hard work in filtering the large pool of candidates. President Robison announced that a Special Meeting may be scheduled no later than Monday July 27, 2020, time to be determined, for the purpose of approval of the contract with the new Executive Director, Tracey Perkosky.

**9. Commissioners Comments/Good of the Order:** Commissioners welcomed Tracey Perkosky to Key Pen Parks.

**10. Meeting Adjourned:** The Zoom Special Meeting of July 20, 2020, was adjourned at 7:45 pm. The next regular meeting will be held on Monday, August 10, 2020 at 7:30 pm via Zoom due to Governor Inslee’s “Stay at Home, Stay Healthy” directive. The meeting may be preceded by a 7:00 pm study session. A Special Meeting may also be held no later than Monday July 27, 2020, time to be determined. Key Pen Parks reserves the fourth Monday of each month for special topic meetings should any be needed. Should any regular meeting date fall on a public holiday, the substitute date is the Tuesday following the regular meeting date.

Respectfully submitted by Christina Hallock, Marketing & Grants Coordinator, and  
Commissioner Kip Clinton, Board Clerk.

***Disclaimer: Key Pen Park’s minutes are not official until approved by the Board of Commissioners. There may be errors in the unofficial minutes which are brought to the Office Support/Event Coordinator’s attention and corrected at the time the Board addresses and approves the minutes.***