

## Special Meeting Record of Proceedings

### **BALDWIN CITY RECREATION COMMISSION**

BCRC—705 High St.—Baldwin City, KS

February 2, 2022

7:00 p.m.

#### **CALL TO ORDER BCRC SPECIAL BOARD MEETING**

*There was a quorum present and the meeting was called to order at 7:00. Present were:*

- Chad Dick
- Ginny Honomichl
- Sean Hare, Commission President
- Matt McClure, Director

#### **APPROVAL OF AGENDA**

*Commission Member Honomichl made a motion to approve the agenda, provided the following revisions are made:*

*Remove from the agenda:*

*presentations, public comments, consent agenda, old business, discussion items, commission reports, staff reports, other, and future agenda items.*

*Commission Member Dick made a 2<sup>nd</sup>, motion passed 3-0.*

#### **NEW BUSINESS**

##### **1. 2021 Wages**

*Director McClure shared with the board that certain staff members were paid more than should have been in 2021. This was traced back to an error in QuickBooks. In working with Agler-Gaeddert, BCRC Auditor, in addition to staff paying back the funds, he recommends re-issuing W-2's with the corrected salary and adjusting the 941 form that the tax preparers organize. The over payments will be returned over the remainder of the 24 pay periods of 2022.*

*Commission Member Honomichl made a motion to approve the recommendation to repay the funds over the course the remaining pay periods of 2022 and re-issuing staff W-2's and adjusting the 941 form. Commission Member Dick made a 2<sup>nd</sup>, motion carried 3-0.*

#### **EXECUTIVE SESSION**

#### **ADJOURNMENT**

*Commission Member Dick made a motion to adjourn the meeting, Commission Member Honomichl made a 2<sup>nd</sup>, meeting adjourned at 7:23 p.m. Motion passed 3-0.*

Next meeting currently scheduled for Wednesday, February 16<sup>th</sup>, 2022, at 7:00 p.m. at the BCRC Office.