

**Fremont Community Recreation Authority  
Regular Meeting Minutes  
February 15, 2018**

The meeting was called to order at 7:08 pm by Todd Blake.

Present: Todd Blake, Brian Hettinger, Bryan Kolk, Kris Carpenter, John Grimes, Dave Deur and Director Tom Elmer. Absent was Steve Eckert.

Guests: None.

Motion was made by Dave Deur, seconded by Bryan Kolk to approve the February 15<sup>th</sup> Agenda; motion approved.

Motion was made by Bryan Kolk, seconded by Brian Hettinger to approve the January 18, 2018 Regular Meeting Minutes; motion approved.

Motion by Brian Kolk, seconded by Brian Hettinger to receive the January Treasurer's Report; motion approved. John and Todd noted that both the December year end and January Reports will change somewhat following year end adjusting entries to accommodate rollback of additional tax receipts and utility bill payments made in January & February.

Following Board discussion, there was consensus identifying outstanding bills totaling \$13,789.53 to be paid, but Tom was going to confirm a couple outstanding balances. Motion made by Kristine Carpenter, seconded by Brian Hettinger to authorize payment of the bills discussed totaling up to \$13,789.53; motion approved.

Public Comment: There were no comments.

Facility Cleaning Services: Director Elmer recommended continuing cleaning the building with the recently hired part-timer. There was discussion regarding the lack of consistent quality cleaning services the building has been receiving over the last few years. Director Elmer explained that the building has recently received a thorough deep-cleaning and the new employee understands the importance of keeping the building clean and presentable. There was board consensus to continue with the part-time cleaner for another month and authorize an additional hour per day for cleaning. The Board will discuss progress and the process again at the next meeting.

Letters Addressed to the Board:

*Outpost* – Todd briefly reviewed the letter addressed to the Board from Outpost regarding securing their continued access to the southwest entrance to the office area they lease, following the Darling Walkway project's completion. They also expressed their concerns regarding the streetview of the cluttered office in the building's south windows and inconsistent cleanliness of the south end of the building in general.

Todd reported they would no longer have access to parking at the building, but sidewalk access from the new parking lot to the doors should be possible. The Board also felt that paying for tinting of the south office windows would be beneficial for all.

*Dayton Township* – The Board briefly discussed Dayton Township’s letter expressing its concerns regarding board and building management, and their perception of poor communication of materials to the participating jurisdictions.

Todd noted township representatives have been serving on the Board’s Executive Committee over the last two years and transmittal of board meeting materials have been consistently forwarded to township supervisors and the Mayor over the last few years on a monthly basis. He also noted that the township’s representatives should have a system of personally reporting to their boards as well. Bill noted the Township has been concerned about board turnover and FCRA’s financial status since the tax millage approval.

Directors Report: Tom reported the second round of soccer flyers are going out this week and he is nearing selection of another college intern for the Center. He also reported the pool deck received a deep-cleaning as well as the chrome shower head units in the locker rooms.

Personnel Committee Chair Bryan Kolk reported the committee is looking into some on-line learning opportunities for staff.

Todd noted receiving letters of support for the pickleball project and grant submission to the Foundation.

John suggested the Director consider changing payroll payout dates to the 15<sup>th</sup> & 30<sup>th</sup> of each month, instead of every two weeks. Tom agreed to look in to it and check with the new accountant regarding pros and cons.

John also recommended the Board consider adjusting pool rental rates from \$40-res/\$45-nonres to \$50/\$60, since the rates have not been adjusted since 2015. Motion by Dave Deur, seconded by Bryan Kolk to adjust the rates for pool rental as recommended, effective March 1<sup>st</sup>; motion approved.

The next regular meeting was rescheduled for Wednesday, March 14, 2018, to avoid not having a quorum on the 15<sup>th</sup> due to board member’s planned vacations.

Meeting adjourned at 9:25pm

Todd Blake – Acting Secretary