

FREMONT COMMUNITY RECREATION AUTHORITY

MEETING AGENDA

Thursday, April 7, 2016, 7:00-9pm

Fremont Community Rec Center, 201 E. Maple St., Fremont, MI

REGULAR MEETING

FCRA Board Members in attendance were Brian H., Todd, Erik, Crystal, Bryan K., Randy and Dean

Public in attendance were Director Tom Elmer, FCRA Janitor Tina Dunbar and NC Commissioner Phil Deur.

1. APPROVAL OF AGENDA

Motion by Randy, seconded by Brian to approve the meeting agenda; motion approved.

2. SELECTION OF FCRA BOARD OFFICERS

Chair-Todd nominated by Brian H.; seconded by Randy P.: no other nominees; Todd nominated

Secretary- Dean and Rhoni nominees-Dean nominated

Treasurer-Erik nominated; no other nominees'; Erik nominated

Motion by Brian, seconded by Bryan to approve the Slate of nominated officers; motion approved.

3. APPROVAL OF MARCH 3rd REGULAR & MARCH 10, 2016 Special Meeting Minutes

Motion by Brian H., seconded by Brian K. for both minutes to be approved; motion approved.

4. RECEIVE MARCH TREASURER'S REPORT

Motion by Brian H, second by Randy P. to approve; motion approved.

5. APPROVE MARCH ACCOUNTS PAYABLE REGISTER

Todd noted the report was not forwarded, so it will be on the next agenda.

6. PUBLIC COMMENTS (NON-AGENDA ITEMS)

Phil Deur asked if FCRA was in support of the City's proposed plan for closure of South Darling Avenue and inquired about details of the project. Todd noted he would be making presentation to the board and other local organizations to seek input on the project, and if approved it would most likely be a 2017/18 project.

7. RECREATION AUTHORITY BUSINESS FOR BOARD DISCUSSION & ACTION

A. Lease of South Commons to Fremont Wesleyan Church: The Wesleyan Church submitted a proposal to lease and would refurbish the area for use on Sunday nights. There were concerns for open lease date and working with North Pointe. Following discussion, Brian H. moved, Erik seconded to authorize the Executive Committee and Director to negotiate a lease with Wesleyan as discussed; motion carried.

B. DISCUSS MEMBERSHIP & BUILDING RENTAL FEES FOR “OUT-OF-AREA” USER/MEMBERS: Motion by Brian H and seconded by Bryan K. that all memberships be increased by \$5.00 for non-residents; motion approved.

A second motion on membership fees was made by Erik, seconded by Brian H. to eliminate the Member and Non-Member language and change to Resident and Non-Resident fees; motion approved.

C. DISCUSS BUILDING CLEANING OPTIONS: HIRE ADDITIONAL JANITORIAL PERSON OR PRIVATIZE:

Maintenance Personnel Tina Dunbar noted she is typically in building from 10-2. She was asked if Center needed a Cleaning service or another part-time person, and she suggested another part-time person should suffice.

Motion by Dean, seconded by Brian H. to authorized the Facilities Committee and Director to interview and hire a second part-time custodial person; motion approved.

D. REVIEW UPDATED HOURS SCHEDULE TO ADDRESS STAFFING OF FACILITY: Tom presented an updated schedule of employee’s to be in the building, whereas he is trying to have two employees in the building at all times, if possible. Motion by Dean, seconded by Brian H. to approve the schedule and authorize the Director to make necessary changes as needed; motion approved.

E. DISCUSS AUDITING AND ACCOUNTING SERVICES NEEDED: Tom is getting two quotes to do the accounting and auditing. Motion by Brian H., seconded by Erik to authorized Executive Committee to contract with the low bidder; motion approved.

8. RECREATION DIRECTOR REPORT

A. REVIEW PROPOSED LIST OF SUPPLIES & EQUIPMENT TO PURCHASE: Tom submitted a “Directors Wish List” for equipment and supplies for the Center. He also noted he is getting NCATS quote for phone and internet. Todd reported the City and FCRA could work together from the internet/phone aspect, but the Center would still need to work with Comcast for channels.

Motion by Erik, second by Brian H. to authorize the Director to purchase one desk top and three lap tops for \$1456 from Fremont Computers; motion approved. Tom had 3 quotes for the Board to consider.

Motion by Erik, seconded by Brian H. to authorize the Facilities Committee and Director to secure new outdoor locks for the Center if building ownership transfers from FPS before the next meeting; motion approved.

B. REC CENTER ROOF STATUS: Todd reported FPS has tentatively scheduled the roof to be repaired in May.

C. SPRING PROGRAM UPDATE & SUMMER LINEUP: Tom reported there are 13 soccer coaches ready to go, new equipment is in and practices games start in May. An adult coed kick ball league is being started as well. The new Mother-son luau dance has over 5000 views on Facebook so far and he is hoping for a great turn out.

9. COMMITTEE REPORTS (FOR ITEMS NOT ADDRESSED DURING ABOVE ACTION ITEMS)

A. MARKETING COMMITTEE-no report

B. PROGRAM COMMITTEE- no report

C. FACILITIES COMMITTEE – POKER ROOM REQUEST-tabled; Township representatives to ask their boards what they think about this.

D. EXECUTIVE COMMITTEE-no report

10. CLOSED SESSION: TO DISCUSS: 1) POTENTIAL PROPERTY PURCHASE/TRANSFER; AND 2) CONDUCT FCRA DIRECTOR’S PERFORMANCE REVIEW

9:07 Erik moved and Randy seconded to move to a closed session; motion approved unanimously by unanimous roll call vote.

10:45 The Close Session ended and Regular Session reconvened.

11. CONSIDER ADJUSTMENTS TO FCRA DIRECTOR & STAFF’S WAGES

All employee wages were tabled for discussion at the next meeting.

12. NEXT MEETING DATE: THURSDAY, MAY 5th @7:00PM REGULAR MEETING

There was consensus to potentially setting a special meeting to consider approval of a revised property transfer agreement from FPS.

13. ADJOURNMENT –Bryan K. moved and Randy seconded the motion to adjourn at 10:46 PM (EST).

DEAN MOREHOUSE, SECRETARY

AUTHORITY BOARD MEMBERS:

CITY OF FREMONT

TODD BLAKE

BRIAN HETTINGER

SHERIDAN CH TWP

BRYAN KOLK

BECKY CONTENT

DAYTON TWP

RANDY PELL

RHONI KAASTRA

COMMUNITY REPS (3)

CRYSTAL CALKINS (FPS)

DEAN MOREHOUSE

ERIK BENGSTON