

FREMONT COMMUNITY RECREATION AUTHORITY

MEETING MINUTES

Thursday, May 5, 2016, 7:00-9pm

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

The meeting was called to order at 7 p.m. by Chair Todd Blake

Board members attending: Todd Blake, Brian Hettinger, Rhoni Dekuiper, Ramona Deters, Bryan Kolk and Dean Morehouse

Board members absent: Erik Bengston, Randy Pell and Crystal Calkins

Public Present: Director Tom Elmer, Tina Dunbar, Ed Wosinski, Ken Haggart, John Rosenberg and Membership Supervisor Luke Schulte

1. APPROVAL OF AGENDA

Moved by: Brian H.

Second: Brian K. Passed

2. APPROVE APRIL 7th REGULAR & APRIL 27th, 2016 SPECIAL MEETING MINUTES

Moved by: Brian H.

Second: Rhoni Passed

3. RECEIVE APRIL TREASURER'S REPORT

Moved by: Brian H.

Second: Bryan K. Passed

4. APPROVE MARCH & APRIL ACCOUNTS PAYABLE CHECK REGISTERS

Moved by: Brian H.

Second: Dean Passed

5. PUBLIC COMMENTS (NON-AGENDA ITEMS)

None

6. RECREATION AUTHORITY BUSINESS FOR BOARD DISCUSSION & ACTION

A. CONSIDER PROPERTY TRANSFER AGREEMENT WITH FPS

Ed Wosinski offered FPS Board thoughts about the good cooperation between the FCRA and the FPS Board and the final agreement.

Todd discussed the changes in the Property Transfer Agreement and noted the main change was that FPS agreed to accept FCRA's invoice to FPS for their 2015 "Usage" and will deduct it from the total utilities number.

Ramona asked if FPS would consider allowing FCRA to pay in installments over two budget years as appose to a lump payment.

Both Superintendent Ken Haggart and Board Chair Ed Wosinski agreed to recommend to the school board a payment plan of 50% payable in August 2016 and 50% payable in August in 2017.

Motion made by Bryan K. and seconded Brian H. to accept the Agreement as amended with the amount payable to FPS being equal to the total utilities (approx. \$47,000-usage) minus the 2015 usage fee of \$13,700. Motion passed.

B. AUTHORIZE DOOR REPAIRS IN GYMNAS TIC ROOM

Motion made by Brian H. and seconded by Rhoni to authorize purchase of replacement doors for the northwest doors to the community room, not to exceed \$1,500, with North Pointe contracting the work. Motion passed.

C. DISCUSS ADDITION OF BUILDING CLEANING/JANITORIAL PERSON

Motion by Brian H. and seconded by Dean to authorize the Director to hire another part- time custodian for 15 hrs/wk with starting pay of \$11.00. Motion passed.

D. DISCUSS ACCOUNTING SERVICES NEEDED

Tom noted he is expecting another proposal, so discussion was postponed until the June meeting. The Director will continue soliciting bids.

E. APPROVE "BOARD CONFLICT OF INTEREST" POLICY

Three boiler plate examples were presented for the Board to consider and discussion will be held at our June meeting for approval.

F. SET PUBLIC HEARING TO APPROVE MILLAGE RATE FOR 2016 TAX YEAR

The FCRA needs to hold a public hearing on the millage rate for 2016 tax year, which will take place at our regular meeting scheduled for June 2, 2016.

7. RECREATION DIRECTOR'S REPORT

Director Tom Elmer reported:

- > The rec center roof is currently being repaired and should be complete by June.
- > Incidents of injury were discussed and were handled well by staff.
- > Club Soccer-Tom met with leaders of Club Soccer. John Rosenberg, a representative of Club Soccer, was in attendance to request that FCRA start

registering players for Club Soccer and eventually do more for the Great Lakes Soccer League. The League gets their own referees. Fields are prepared by FPS.

> Four kick ball teams entered in league.

> The Director's report was not available in writing for the meeting but is available by contacting Tom.

8. COMMITTEE REPORTS

PERSONNEL COMMITTEE – PERFORMANCE REVIEWS & SALARY/WAGE ADJUSTMENTS

Dean submitted the Personnel Committee Report with wage proposals included. The report also included recommendations for employee apparel.

Rhoni moved to approve and Brian H. seconded to approve the Personnel Committee report recommendations for rate increases and apparel. Motion passed.

The Personnel Committee will meet and have a recommendation for the June 2 meeting. *Specifically wages for the Director, Luke and the MRS'S.

FACILITIES COMMITTEE – CONSIDERING REQUEST FOR MODIFICATIONS IN GYMNASIUM ROOM

Todd discussed meeting with Wesleyan group as to what their mission is and reported a lease has been negotiated, which will begin September 1st with an annual lease rental of \$3,900.

He also reported North Pointe has requested permission to add a "PIT" in the gymnastics room. Motion by Rhoni and supported by Bryan H to authorize the executive committee to negotiate Northpointe's request to build the "PIT". Motion passed.

Other Business:

Summer college rate-Motion by Rhoni and second by Bryan K. to offer summer college students a summer rate of \$30.00 (May 1 to August 30.) Motion passed. Tom noted they can still choose to pay \$10 per month.

Leasing a room to Charity Poker was discussed again. A motion was made by Brian H. and seconded by Bryan K. to authorize the Executive Committee to negotiate an agreement with the "charity poker" group and present to the board via email before execution. Motion passed. (4-2)

Rhoni submitted her resignation from the FCRA Board effective the end of the meeting, noted Dayton Township will be replacing her soon and thanked the board for the opportunity to serve.

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

The Personnel Committee will meet and have a recommendation for the June 2nd meeting to consider wage adjustments for the Director, Membership Supervisor and the MRS staff.

10. NEXT MEETING DATE: THURSDAY, JUNE 2ND @7:00PM REGULAR MEETING

11. ADJOURNMENT – 9:09 PM (EST) Motion by Brian H. and seconded by Bryan K. to adjourn.

Dean Morehouse, Secretary

AUTHORITY BOARD MEMBERS:

CITY OF FREMONT

TODD BLAKE

BRIAN HETTINGER

SHERIDAN CH TWP

BRYAN KOLK

RAMONA DETERS

DAYTON TWP

RANDY PELL

RHONI KAASTRA

COMMUNITY REPS (3)

CRYSTAL CALKINS (FPS)

DEAN MOREHOUSE

ERIK BENGSTON