

# **FREMONT COMMUNITY RECREATION AUTHORITY**

## **MEETING MINUTES**

Thursday, July 7, 2016, 7:00 pm

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

The meeting was called to order at 7 p.m. by Secretary Dean Morehouse, whereas Chair Todd Blake was absent. Secretary Morehouse asked Board member Hettinger to run the meeting agenda while he continued to take minutes for the meeting, and he agreed.

Board members attending: Brian Hettinger, Ramona Deters, Bryan Kolk, Karen Diekema and Dean Morehouse

Board members absent: Todd Blake, Erik Bengston and Crystal Calkins

Public/Staff Present: Director Tom Elmer

### **APPROVAL OF AGENDA**

Motion by Randy, seconded by Ramona to approve the meeting agenda as presented; motion approved.

### **APPROVAL OF JUNE 2, 2016 MEETING MINUTES**

Motion by Randy, seconded by Bryan to approve the meeting minutes of June 2, 2016 as presented; motion approved.

### **RECEIVE JUNE TREASURER'S REPORT**

Motion by Ramona, seconded by Karen to receive the June Treasurer's Report as presented; motion approved.

### **APPROVE MAY & JUNE ACCOUNTS PAYABLE REGISTERS**

Motion by Ramona, second by Randy to approve the May and June 2016 Accounts Payable Check Registers as presented; motion approved.

### **PUBLIC COMMENTS (NON-AGENDA ITEMS)**

There was no public comment.

### **REVIEW PROPOSED "BOARD RULES & PROCEDURES"**

Draft "Board Rules & Procedures" submitted for review, no action.

### **DISCUSSION ON TREASURER SECRETARY POSITIONS**

With resignation of current board member and Treasurer Erik Bengston on the agenda, Bryan motioned and Randy seconded, to appoint Karen Diekema to the Treasurer position; motion approved.

With resignation of current board member and Secretary Dean Morehouse on the agenda, Randy motioned and Bryan seconded, to appoint Ramona Deters to the Secretary position; motion approved.

DISTRIBUTION OF 2015 AUDIT REPORT (CHAIR TO REVIEW AT NEXT MEETING)  
The Audit Report for FCRA's 2015 Financial Statements was submitted to the board for their review. Chair Todd Blake will give an overview of the report at the next meeting.

RECREATION DIRECTOR REPORT

Report attached to packet. Outpost clarification was asked and explained.

COMMITTEE REPORTS (For items not addressed during Action items above)

- A. MARKETING COMMITTEE – (DEAN) No report
- B. PERSONNEL COMMITTEE – (DEAN)- Director needs to advertise for new intern and assistant director positions, with background checks to be completed for all applicants. Randy Pell agreed to serve on the Personnel Committee in Dean's place.
- C. PROGRAM COMMITTEE – (RAMONA) Ellen, of North Pointe, is considering implementing a day care for her members. Ramona noted the committee is considering after school activities like cooking, dancing, etc.
- D. FACILITIES COMMITTEE – (BRIAN) maintenance of building will stay with same party.
- E. EXECUTIVE COMMITTEE – (TODD) No report

BOARD RESIGNATIONS

- A. ERIK BENGSTON: A motion was made by Ramona, seconded by Randy to accept Erik Bengston's resignation from the Board; motion approved.
- B. DEAN MOREHOUSE: A motion was made by Ramona, seconded by Randy to accept Dean Morehouse's resignation from the Board; motion approved.

NEXT REGULAR MEETING DATE: THURSDAY, AUGUST 4 TH @7:00PM

ADJOURNMENT

Motion by Randy, seconded by Bryan to adjourn the meeting at 8:07 pm; motion approved.

AUTHORITY BOARD MEMBERS:

<u>CITY OF FREMONT</u>	<u>SHERIDAN CH TWP</u>	<u>DAYTON TWP</u>	<u>COMMUNITY REPS (3)</u>	
TODD BLAKE	BRYAN KOLK	RANDY PELL	CRYSTAL CALKINS (FPS)	ERIK BENGSTON
BRIAN HETTINGER	BECKY CONTENT	KAREN DIEKEMA	DEAN MOREHOUSE	