

**Fremont Community Recreation Authority
Regular Meeting Minutes
November 9, 2017**

The meeting was called to order at 7:00pm by Chair Todd Blake.

Present: Boardmembers John Grimes, Steve Eckert, Bryan Kolk, Ramona Deters, Todd Blake, Brian Hettinger, Dave Deur and Christine Carpenter and Director Tom Elmer.

Motion made by Brian Hettinger for approval of the November 9 agenda, seconded by Bryan Kolk; motion approved.

Motion made by Steve Eckert to approve the regular September 21st and October 19th meeting minutes, seconded by Bryan Kolk; motion approved.

Todd explained the October Treasurer's Report was not available before the meeting, but the November Report should reflect the beginning year adjusting entries to give us a more accurate 2017 report.

Todd announced that Dayton Township representative Karen Diekema resigned after the October meeting and John Grimes has agreed to step in to the Treasurer position. Dayton Township is aware of her resignation and will notify us of their replacement.

Ramona Deters made a motion to appoint John Grimes as Treasurer for the Fremont Community Recreation Authority, Brian Hettinger seconded the motion; motion approved.

John Grimes made a motion to pay only the utilities and payroll when funds come in, Dave Deur seconded the motion; motion approved. Brian Hettinger recommended a courtesy letter be sent or hand delivered to the companies with outstanding balances.

There were no Public Comments.

Recreation Authority Business:

A. Accounting Services Agreement Update: Todd recommended we hire outside services to reduce the cost of accounting services, whereas having a person "in house" would make it more convenient for bills to be paid, keep better track of finances and print reports. He noted Vickie TerVeer has offered to subcontract with the Rec Center for accounting services for \$20.00 hour. FCRA would purchase the software and she would have an office at the Rec Center. The Rec Center could save approximately \$200 per month. Motion by Ramona Deters, seconded by Dave Deur, to subcontract with Vicci TerVeer for accounting services as noted; motion approved with Todd and Brian abstaining because of their working relationship with Ms. TerVeer.

B. Pickleball Courts: Todd informed the board the Newaygo County Pickleball Club was recently formed and has committed to raising funds to help with the cost of proposed outdoor courts. Todd noted they would like to see just six (6) courts and placement of a pavilion and shed in a middle of the court system, which was going to be the seventh court. Todd also noted informing Club members they would have to find a way to pay for the extras they are asking for. The subject of a 3 way grant to the Foundation was also discussed.

C. Darling Walkway Project: The preliminary engineering is complete and the City will seek bids in February/March with an anticipated spring construction. The full plans will be brought to the board sometime in January.

D. Line of Credit: John Grimes recommended we check with our bank to see if the FCRA would qualify for a “line of credit” with Choice One Bank, to help us get through the lean times before tax dollars come in. Todd noted talking with Don Farmer about a short term (3-yr) line of credit and forwarded him all the necessary information he needed, and FCRA has been pre-approved for it.

Motion made by Brian Hettinger to approve Resolution R-17-03 supporting FCRA’s application for a three (3) year “line of credit” with Choice One Bank for up to \$25,000, Steve Eckert seconded; motion approved.

Motion by Brian Hettinger, seconded by Bryan Kolk, to authorized the Executive Committee to work with the Director to prioritize a list of outstanding invoices to be paid immediately, not to exceed \$15,000 in total; motion approved.

John G. asked if we could get lifeguards through the high school from students who needed volunteer hours and were certified and also asked if we needed to get more recycling bins around the school.

Directors Report: On Web Site

Committee Reports:

Personnel: Bryan Kolk reported the Committee met to discuss Assistant Director Ashley’s resignation. They discussed options for replacement and the need for amending that job description.

Program: Ramona met with Club Soccer and a future meeting would be scheduled.

Executive: Todd reminded the committee they needed to meet soon to work on the \$15,000 bill list.

New Business: Todd Blake reported the Kids Coalition Against Hunger wanted to use the South Commons to make up meals. FCRA would work with other organizations and it would take approximately 75-100 volunteers to make it successful. There was board consensus that this was a very important cause and we should do what we could to make it happen.

Ramona Deters asked the board to consider changing the date of the December Meeting to December 14th instead of the 20th due to being so close to the holidays. Ramona motioned to change FCRA Board meetings back to the 2nd Thursday of the month moving forward, Bryan Kolk seconded; motion approved.

Bryan Kolk made motion to adjourn the meeting at 9:00 pm, Brian Hettinger seconded; motion approved.

Ramona Deters – Secretary