

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
April 21, 2022

1. The meeting was called to order at 7:05 p.m. by Bryan Kolk.

Present: Board members Brian Kolk, Brian Hettinger, John Grimes, Dawn Finch, Steve Heiss, Bill Kunnen, Steve Christoffersen. Absent: Mike Oosterhouse, Kris Carpenter

2. Approval of April meeting agenda:

Motion was made by Steve Heiss, seconded by Brian Hettinger to approve the April meeting agenda; motion approved.

3. Approval of March meeting minutes:

Motion was made by Brian Hettinger, seconded by Bill Kunnen to approve the March 2022 Regular Meeting Minutes as presented; motion approved.

4. Public Comments: None.

5. Approve March Treasurer's Report:

John Grimes submitted a written Treasurer's Report: Total revenue for the month of March 2022 was \$48,276. Notable income items were \$26,958 from tax revenues from Dayton and Sheridan townships (56% of the total). Other items were memberships which included Tivity payments for a total of \$6,563 (a nearly 20% increase over February), \$2,355 from rentals of the community room, pool, south commons, etc., \$1,575 from our tenants, \$2,504 for drop-ins, and \$1,022 in concessions.

Total expenses for the month were \$29,624 for a monthly profit of approximately \$18,652. Major expenses were \$5,667 for wages, \$7,245 for repairs and maintenance, \$2,376 for supplies, \$755 for software maintenance, and \$11,603 for utilities.

No new money was transferred into the Reserve Account. Year-to-date, we have transferred \$10,000 into this account. I do not anticipate any further transfers until we start to receive City of Fremont tax revenue in July/August. If, however the current accounts payable register is approved in full, as I anticipate, the amount set aside for insurance will actually be paid out of our checking account as will \$3,000 of the quoted \$4,200 bill for our 2021 audit. I also anticipate that we will be able to pay the remainder of the audit bill, when received, from our checking account. I have therefore revised our April 2022 Reserve Account statement to show an insurance reserve of \$8,500 for 2023 and \$4,500 for the 2022 audit which will also be paid in 2023.

Motion to approve the March Treasurer's Report by Steve Heiss, seconded by Brian Hettinger; motion passed.

6. Approve March Accounts Payable:

John Grimes submitted a written Accounts Payable Report: Total current accounts payable shown on the attached sheet are \$19,476.65. This amount does not include the DTE bill that will be coming between now and our next meeting.

Our current bank balances as of 18 April 2022 were as follow:

Checking:	\$103,082.85
Reserve:	\$55,015.40
Pickleball:	\$ 2,856.54

Along with the \$103,000 in our checking account, before our next meeting, we should receive \$1,575 from three of our tenants and I estimate receiving approximately \$8,000 from memberships, drop ins, concessions, etc., for a total of approximately \$112,500. I also made a deposit of over \$1,000 since receiving the above bank balance thereby giving us a total of \$113,500.

We will have two payrolls to cover before our next meeting and I am estimating them at approximately \$2,500 per payroll for a total of \$5,000. Deducting the payrolls from our estimated potential resources leaves approximately \$108,000 with which to pay our bills.

I recommend paying all of the bills listed on the attached Accounts Payable sheet for a total of \$19,476.65. I also recommend paying the entire DTE bill when it comes in. I have tried to contact the person I was dealing with last year when we set up our payment plan. I have called several times and left messages about the purpose for the call but have not received any return calls. Our last bill showed a past-due charge of around \$131 indicating that our

payment plan has ended. I was told last year that after the expiration of this type of payment plan DTE typically requires the remainder of the past-due amount to be paid in full. The person I was dealing with said that she would probably be able to give us an extension on that plan, but this does not appear to be the case given the lack of communication on their part. Since we have the funds available, I would like to pay the entire amount of our current DTE bill plus, the approximately \$6,000 remaining on our past-due amount. This will then clear up our final past-due situation. After all bills are paid, I estimate that we will pay out around \$30,000 leaving approximately \$77,000 in our checking account going into next month.

Motion to approve the payments and the entire amount due for the DTE bill made by John Grimes, seconded by Brian Hettinger; motion passed.

7. Review Old Business:

A. FCRA Audit. Discussion of audit and recommendations took place. Motion to approve 2021 Audit made by John Grimes, seconded by Brian Hettinger; motion passed.

A1. Motion made by John Grimes, seconded by Brian Hettinger to adopt the recommendation made by our accounting firm to require double signatures on outgoing checks. Bryan Kolk's name will be removed and the names of Vicci Terveer, John Grimes and Dawn Finch will be added; motion passed.

8. Recreation Authority New Business for Board Discussion and Action:

A. FCRA Board Officers Elections. A motion to maintain the current officers made by Brian Hettinger, seconded by Steve Heiss; motion passed.

B. May millage meeting. A public hearing to take place on Thursday, May 19 to approve the millage for the Rec Center.

9. Director's Report:

D. Finch submitted a written report: Egg Splash was on Saturday, April 16. We had a total of 60 kids sign up (down 4 kids from last year). Our new Easter Bunny costume was a hit. White Tails Unlimited cancelled its fundraiser that was supposed to be held tomorrow, April 22. They cancelled due to lack of ticket sales. We've had two lifeguards quit (moved on to other jobs) and I'm in the process of recruiting people. We've had some minor vandalism at the outdoor pickleball courts. Women's Self Defense class is this Saturday, April 23. This is taught by Frank Ferrier. The Chamber of Commerce will have the annual Home and Garden Show at the Rec Center on Saturday, April 30. World Tai Chi & Qigong Day is Saturday, April 30. We will be having an event that day from 9:30 – 11:00 a.m. American Heritage Gun Show is Sunday, May 1 from 9:00 a.m. – 3:00 p.m. Jane Wright, who teaches Senior Fitness and Tai Chi will be offering free classes May 12, 19, 26, and June 2. Senior Fitness is 2:00 – 3:00 p.m. and Tai Chi is 3:15 – 4:15 p.m. Don't forget about our one-day bus trip to Shipshewana on Wednesday, June 22. We'll leave and return from the Rec Center. Cost is \$40 per person.

10. Committee Reports:

A. Personnel Committee: The personnel committee will start advertising to hire a management person. A job posting will be sent to various Michigan colleges and an ad will be placed in the newspaper.

B. Programs Committee: See Director's Report.

C. Facilities Committee: Firestorm has extended its lease for two years.

D. Executive Committee: None

11. Closed Session: None needed

12. Next meeting May 19, 2022

13. Motion by John Grimes, seconded by Steve Heiss to adjourn the regular meeting at 9:00 p.m.; motion passed.

Dawn Finch, Secretary