

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
April 19, 2023

1. The meeting was called to order at 7:07 p.m. by Brian Hettinger.

Present: Board members Brian Kolk (7:15 p.m.), John Grimes, Dawn Finch, Bill Kunnen, Sandy Siegel, Mike Oosterhouse, Kris Carpenter, Brian Hettinger. Absent: Steve Christoffersen.

2. Approval of April meeting agenda:

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

3. Approval of March meeting minutes:

Motion was made by Bill Kunnen, seconded by Sandy Siegel to approve the March 2023 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 February was approximately \$40,865. Notable contributions to revenue were \$24,793 for tax revenues from Dayton and Sheridan Townships, a total of \$8,283 for memberships, Tivity payments, punch cards, and drop-ins, \$848 from concessions, and \$1,600 from three of our tenants.

Total expenditure for the month was \$73,775 for a net monthly loss of \$32,910. Notable expenses were \$50,148 for Supplies & Equipment-Facility which was primarily our fitness equipment purchase, \$6,070 for wages and payroll taxes, and \$10,622 for utilities.

Our year-to-date profit is \$6,769.21.

The new fitness equipment was paid out of our checking account. We then transferred money from the Reserve Account to cover the expense, but that money was replaced into the Reserve Account after depositing the three twenty-thousand-dollar checks from the city and townships into our checking account. The remaining \$11,000 from the three checks was also transferred into the Reserve Account to keep it separate from operating expenses as required.

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

6. Approve March Accounts Payable:

John Grimes submitted a written Accounts Payable report:

Following are our balances for our various accounts as of 19 April 2023.

Checking:	\$116,548.07
Reserve:	\$91,021.36
Pickleball	\$ 2,513.34

Between now and our next meeting, I anticipate receiving \$1,600 from three of our tenants, \$8,000 from programs, memberships, rentals, etc. These items along with our checking account balance will provide approximately \$126,000 with which to pay our bills. Between now and our next scheduled meeting we will have two payrolls that I estimate at \$3,000 each reducing our available funds to \$120,000 with which to pay our accounts. As noted on your Accounts Payable register, we have a total of \$8,539.64 of invoices to pay not including our Ooma, NCATS, DTE, and Microsoft bills. I estimate that adding these other bills will result in a total of approximately \$12,000 to be paid. This leaves us with approximately \$108,000 in our checking account going into next month. Therefore, I recommend that all of the invoices, both listed and expected, be paid.

Our audit process for 2022 has started, but we have not yet had the auditors in for their field work.

Motion to pay all listed and expected invoices made by John Grimes, seconded by Kris Carpenter; motion passed.

7. Review Old Business:

- A. New Exercise Equipment. New cardio equipment has been ordered and we're waiting for a delivery date.
- B. Technology Update. Kyle Alger is continuing to work on updating the security cameras.
- C. New membership cards have been ordered through The Original Print Shop.

8. Recreation Authority New Business for Board Discussion and Action

- A. FCRA Board Officer Elections: President: Bryan Kolk, Secretary: Bill Kunnen, Treasurer: John Grimes.

9. Director's Report:

Dawn Finch submitted a written report:

Egg Splash, which was held on March 26, went well. We had our largest number of people since Egg Splash started up 5 years ago. The wedding reception booked in the Community Room on April 15 went well. I heard there were between 250 – 300 people attending. Swim lessons have been filling up. To date, Guppy, Tadpole, and Frog sections are full and have a waiting list, and Gator, Seahorse, and Shark sections are close to being full. Registration for the second session starts tomorrow, April 20. Dog First Aid class on April 19 and 26 from 5:45 – 8:00 p.m. World Tai Chi & Quigong Day is on Saturday, April 29 from 9:30 – 11:00 a.m. The next session of water aerobics will run May 1 – June 30. "Home Works" Class will start up on Wednesday, May 3. This is a series of free classes that will cover a variety of topics.

10 Committee Reports:

- A. Personnel Committee: Discussion regarding new director/manager report. Dawn to develop an ad for the position.
- B. Programs Committee: See Director's Report.
- C. Facilities Committee: None
- D. Executive Committee: Upcoming millage discussion.

11 Closed Session: None needed.

12 Next meeting May 18, 2023

13 Meeting adjourned at 8:45 p.m.

Dawn Finch, Secretary