FREMONT COMMUNITY RECREATION AUTHORITY

REGULAR MEETING MINUTES

March 20, 2025

1. The meeting was called to order at 7:00 p.m. by Bryan Kolk.

Present: Board members Bryan Kolk, Brian Hettinger, William Kunnen, Steve Christoffersen,

Will Prewitt, Christina Yuhasz, and Scott Frody.

Absent: Sandy Siegel and Kris Carpenter.

2. Approval of meeting agenda:

Motion by Hettinger/Prewitt to approve the March meeting agenda. Motion carried

3. Approval of meeting minutes:

Motion by Hettinger/Yuhasz to approve February 20, 2025 Minutes as presented. Motion carried.

Motion by Hettinger/Yuhasz to approve the corrected January 16, 2025 minutes. Motion carried.

4. Public Comments on agenda items:

5. Treasurer’s Report:

Treasurer’s Report was presented with notable revenues and expenses.

**Revenue** **Expenses**

Notable Contributions 10,414.40 Contracted Staff 726.90

Tax Revenue 37,116.18 Payroll Expenses 7,041.79

Tenant Lease 2,155.00 Operating Expenses 7,332.17

Rental Space 3,093.00

Interest 186.54

**Total** 59,965.12 42,608.07

Motion by Hettinger/Christoffersen to accept the February Treasurer’s Report. Motion carried.

6. Accounts Payable Register:

Accounts Payable report was presented:

Following are our balances for our various accounts as of March 17, 2025.

Checking: $ 215,118.51

Reserve: $ 91,042.02

Total $ 306,160.53

Motion by Hettinger/Christoffersen to pay all listed bills of $10,981.73, expected payroll of $9,000.00, and expected invoices from DTE. Motion carried.

7. Review Old Business

Newaygo County Autism Group pool usage

8. New Business

1. Discussion on check writing authorizing

Motion by Hettinger/Christoffersen to approve Resolution 2025-03-01. Providing check signing privileges and the authority to conduct business for FCRA to Rachael Osborne, Christina Yuhasz, Vicci Terveer, and Bryan Kolk. Zac Riley will be removed from the account. Roll Call Vote: Yeas – Yuhasz, Prewitt, Hettinger, Frody, Christoffersen, Kunnen, and Kolk. Nays – None. Abstained – None. Motion passed.

1. Motion by Hettinger/Christoffersen to have Will Prewitt add Rachael Osborne to Ace Hardware, review list, and remove anyone not working at FCRA. Motion carried.
2. Discussed long-term memberships for past employees. The FCRA does not have any long-term membership or will continue any.
3. The Baby Pantry will be moving to the old kitchen area to be on a ground floor. The old location may still be rented.

9. Director’s Report:

1. An employee handbook is being developed and making sure the facility is in compliance with OSHA standards.
2. Looking at replacing weight equipment in the future that has started to show wear.
3. A new lifeguard and custodian were added to the staff. The cleaning of the facility has been improved. Kathy has been exceptional at cleaning and has an interest in training new staff.
4. She has reached out to local schools and sports groups resulting in more participation in the facility usage.
5. Looking at updating the rooms and entry way to create a more welcoming atmosphere and a implementing a community day initiative.

10. Committee Reports:

1. Personnel Committee: Hettinger. No changes.
2. Marketing Committee: Frody, Carpenter, Yuhasz

Frody reported 7,000+ reviews of the new video and provided a schedule on Facebook & wed-site roll out dates, meeting dates (Chamber event, Fremont Schools, City & Townships, and the May 6 election date. He requested the board to attend meetings, share the video, and continue to make personal contacts to support the millage vote.

C. Facilities Committee: Hettinger, Prewitt.

Prewitt has requested quotes on roof repairs. They should be available next meeting.

D. Executive Committee: Kolk.

1. Closed Session:
2. Hettinger reported that he will be retiring from the city on April 30. He will not be able to continue as the city representative; however, the board is brainstorming ways for Hettinger to stay on the board.

13. Next meeting April 17, 2025

14. Motion by Hettinger/Prewitt to adjourn meeting. Meeting adjourned at 7:52 p.m.

William Kunnen

FCRA Secretary

Public: Kathy Falbe