FREMONT COMMUNITY RECREATION AUTHORITY

REGULAR MEETING MINUTES

May 15, 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, Will Prewitt,

Christina Yuhasz, Scott Frody, Sandy Siegel, and Kris Carpenter.

Absent: Steve Christofferson.

2. Approval of meeting agenda:

Motion by Hettinger/Siegel to approve the May meeting agenda. Motion carried

3. Approval of meeting minutes:

Motion by Hettinger/Prewitt to approve April 17, 2025 Minutes as presented.

4. Public Comments on agenda items:

5. Treasurer’s Report:

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

**Revenue** **Expenses**

Notable Contributions 10,022.50 Contracted Staff 1,879.80

Tax Revenue 12,777.27 Payroll Expenses 16,547.81

Tenant Lease 2,375.00 Operating Expenses 46,824.65

Rental Space 1,985.00

Interest 1,674.78 \_\_\_\_\_\_\_\_

**Total** 28,834.55 65,252.26

Motion by Prewitt/Hetttinger to accept the April Treasurer’s Report. Motion carried.

6. Accounts Payable Register:

Accounts Payable report was presented:

Following are our balances for our various accounts as of May 13, 2025.

Checking: $ 192,139.86

Reserve: $ 66,044.27

Total $ 258,184.13

Motion by Siegel/Carpenter to pay all listed bills of $8,040.24 expected payroll of $12,000.00, and expected invoices from DTE. Motion carried.

7. Review Old Business

8. New Business

1. Discussion of Letter of Understanding with the fair grounds to use the building as an emergency area for reunification if fairgrounds need to be evacuated. This use is already set-up with the County. Motion to by Hettinger/Prewitt to approve agreement. Motion passed.
2. Discussion about reviewing By-Laws. Kolk, Osborne, and Yohasz will review.
3. The Audit Draft letter was presented. Yohasz stated the review of payroll by the Director is already being done.
4. Discussed renewing the line of credit. Motion by Hettinger/Prewitt not to renew line of credit. Motion carried.
5. Discussed resealing the gym floor. Sealing should be done every 4 to 5 years. Motion by Prewitt/Siegel to approve contract to reseal gym floor for $9,910.88. Motion carried.
6. Discussed donation/scholarship - Scholarships for low income individuals could be created from tax deductible donations. No information available if Rec Center was a 501c tax exempt organization. A $5,000 donation was available. Motion by Carpenter/Frody to have Kolk explore how see if this can be done with the Foundation. It needs to be brought before the board for final approval. Motion passed.
7. Carpenter has been appointed as the City Representative.
8. Discussion about bathrooms at the pickleball courts. Bathrooms are available at the Rec Center. The city will not allow porta-johns at the site. Bathrooms at the site would have to have water, electric, and sewer along with continuing costs.
9. Playscape video presented for outdoor workouts. The expense and plan did not fit with Rec Center plans. A piece of used equipment (value new is $5,000) which has been requested was offered to the Rec Center for $1,200. Motion by Hettinger/Yuhasz to have Jon, Randy, and Will inspect and if in good shape purchase the equipment. Passed

9. Director’s Report:

1. Personal trainers and an employee have identified fitness equipment would improve our facility. A piece of used equipment (value new is $5,000) which has been requested was offered to the Rec Center for $1,200. Motion by Hettinger/Yuhasz to have Jon, Randy, and Will inspect and if in good shape purchase the equipment. Motion passed.
2. Automatic pool cleaner tool is due for replacement. They are cleaning it manually
3. Staffing is producing a positive atmosphere in day-to-day operations and taking on new projects.
4. The numbers of kids using the facility are increasing and new instructors are offering new programs.
5. Discussion of a water fill station. Prewitt and Hettinger will look for places water is available.
6. Summer Magic lost its funding for summer projects for kids. Programs are being developed to replace them. Also, we’ve partnered with Packers Pride Daycare to offer swimming sessions for their kids.

10. Committee Reports:

1. Personnel Committee: Hettinger. No changes.
   1. Jon Osborne has been helping with pool and other areas at the facility. Motion by Hettinger/Kunnen to hire Jon Osborne as a part-time employee. Hiring which involves nepotism will be done by the board on a case-by-case consideration. Motion carried.
   2. Motion by Carpenter to hire part-time maintenance person, Will Prewitt. No second offered. The motion was tabled for next meeting.
2. Marketing Committee: Frody, Carpenter, Yuhasz. Frody recognized the positive turn out for the election and the successful approval. Personal contacts from users of the facilities pool, pickleball, fitness area, and the gym area were very strong and made a real impact. He thanked the Foundation for their guidance and the Times Indicator for getting our story out.

C. Facilities Committee: Hettinger, Prewitt. Everything is in good condition.

D. Executive Committee: Kolk.

1. Closed Session: None

13. Next meeting June 19, 2025

14. Motion by Prewitt/Kunnen to adjourn meeting. Meeting adjourned at 8:36 p.m.

William Kunnen

FCRA Secretary

Public: Jon Osborne