

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
January 19, 2023

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

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

2. Approval of January meeting agenda:

Motion was made by Brian Hettinger, seconded by Kris Carpenter to approve the January meeting agenda; motion approved.

3. Approval of December meeting minutes:

Motion was made by Brian Hettinger, seconded by Steve Christoffersen to approve the December 2022 Regular Meeting Minutes as presented; motion approved.

4. Public Comments: None.

5. Approve December Treasurer's Report:

John Grimes submitted a written Treasurer's Report.

Total revenue for the month of December was \$20,274. Notable contributions to revenue were a total of \$7,347 for memberships, Tivity payments, punch cards, and drop-ins, \$5,526 in tax revenue from Sheridan Township and the City of Fremont, \$1,854 in rentals for the pool, south commons, gymnasium, and community room, \$1,500 from MYWA wrestling, and \$1,600 from three of our tenants.

Total expenditures for the month were \$24,897 for a net monthly loss of \$4,623. Notable expenses were \$5,740 for wages and payroll taxes, \$2,953 for repairs and maintenance, \$1,452 for bus trips, and \$12,403 for utilities which alone accounted for nearly 50% of our expenses for December.

YTD, we have a profit of \$45,987.53 according to our unaudited income/expense reports.

Motion to approve the December Treasurer's Report by Bill Kunnen, seconded by Brian Hettinger; motion passed.

6. Approve December Accounts Payable:

John Grimes submitted a written Accounts Payable report:

Accounts Payable Report

Following are our balances for our various accounts as of 17 January 2023.

Checking:	\$116,719.15
Reserve:	\$ 70,019.65
Pickleball	\$ 2,513.34

\$10,000 was added to the Reserve Account (the new breakdown is in your packet). Given our checking account balance, we should be able to pay for our upcoming 2022 audit and our 2023 insurance from that account. Therefore, I have changed the upcoming expenses for the Reserve Account to the 2023 audit to be performed in 2024 and the 2024 insurance costs.

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 us approximately \$126,000 with which to pay our bills. Between now and our next scheduled meeting we

will have nearly three payrolls that I estimate at \$3,000 each reducing our available funds to \$117,000 with which to pay our accounts. As noted on your Accounts Payable register, we have a total of \$9,298.85 of invoices to pay and this does not include our DTE, Ooma, NCATS, or Microsoft bills. I estimate that adding these other bills will result in a total of approximately \$17,000 to be paid. This leaves us with approximately \$100,000 in our checking account going into next month. Therefore, I recommend that all the invoices both listed and expected be paid.

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

7. Review Old Business:

A. Revised 2022 Budget. Motion for a roll call vote to approve the revised 2022 made by Brian Hettinger, seconded by John Grimes:

Carpenter	Yes	Kolk	Yes
Christoffersen	Yes	Grimes	Yes
Kunnen	Yes	Finch	Yes
Hettinger	Yes		

Motion passed.

B. Technology Update. New router and firewall installed January 19, 2023. An invoice will be sent by Alger Technology.

C. New Exercise Equipment. Discussion of new equipment for the Rec Center.

8. Recreation Authority New Business for Board Discussion and Action

A. Additional Credit Card. Discussion of the Rec Center obtaining an additional credit card to be used only for recurring payments such as Microsoft and OOMA. This would eliminate problems with such recurring payments when something happens to the main credit card. Motion to obtain an additional card by roll call made by Brian Hettinger, seconded by Kris Carpenter:

Carpenter	Yes	Kolk	Yes
Christoffersen	Yes	Grimes	Yes
Kunnen	Yes	Finch	Yes
Hettinger	Yes		

Motion passed.

9. Director's Report:

We had a strong finish to 2022. See break down through Rec Desk. We've had a strong start to 2023. To date, we've grossed \$11,826 with \$1,865 in drop-ins. Four bus trips are planned for 2023: Turkeyville in March and November, Shipshewana in June, and Chicago in November. The February-March set of swim lessons are sold out. The Newaygo County Republican Party has rented the Community Room for Thursday, January 26. The Home and Garden show will be here on Saturday, March 25. I've been working with the Chamber of Commerce on Winterfest, which is on Saturday, January 28. Events here at the Rec Center for Winterfest are the Lions Pancake Breakfast, Popsicle Toes "Polar Dip", Cornhole Tournament (this one isn't looking good) and the LEGO Contest. Speaking of which, I could use a few judges for the contest.

10 Committee Reports:

A. Personnel Committee: New lifeguard for early morning lap swim has been hired. Rachel will get her training the end of February.

B. Programs Committee: See Director's Report.

C. Facilities Committee: Leak in gymnasium that has been hard to pinpoint.

D. Executive Committee:

11 Closed Session: None needed.

12 Next meeting February 16, 2023

13 Motion by John Grimes, seconded by Brian Hettinger to adjourn the regular meeting at 8:31 p.m.; motion passed.

Dawn Finch, Secretary