

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
July 18, 2019

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

Present: Board members Brian Hettinger, Mike Oosterhouse, John Grimes, Dawn Finch, Bill Kunnen (7:10), Steve Heiss and Director Tom Elmer. Absent: Kris Carpenter.

Guests: Lowell Godfrey, Tim Powell, Eric Kolesnikovas.

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

Motion was made by Steve Heiss, seconded by Bill Kunnen to approve the June 20, 2019 Regular Meeting Minutes as presented; motion approved.

Public Comment: None.

Treasurer's Report:

Motion to receive the June Treasurer's Report was made by Brian Hettinger; seconded by Steve Heiss' motion approved. John Grimes submitted a written Revenue/Expense report. Of note, Mr. Grimes reported that the Rec Center's total revenue for the first six months is \$62,256.65. Of that, \$1,320 is shown as private contributions and were for the pickleball club and are not actual revenue for FCRA. Various programs shown as contributing income were cancelled. Annualizing the \$59,491 six-month revenue and adding in another \$120,000 in anticipated tax revenues would place our annual income at just under \$240,000 which is lower than the budgeted \$278,800. We have however, recently signed a new tenant, Newaygo County of Mental Health and their rent is \$850/month. Additionally, we have many other trips planned along with other programs that will hopefully add revenue as we head into the fall and winter months. He also noted that we should get the bulk of City of Fremont tax money through September 2019. Motion to approve the June Treasurer's Report by Brian Hettinger, seconded by Steve Heiss; motion approved.

Approve June Accounts Payable Register:

John Grimes noted that we will have two payrolls before our next meeting in August. John recommended the payment of the following bills as tax money and other funds become available City of Fremont water and sewer, Comcast phone bill and internet, DTE and TS Graphics and Consumers. Motion made by Bill Kunnen, seconded by Mike Oosterhouse to approve John the paying bills as money comes in with John notifying board members when the bills are paid. Motion approved.

Old Business:

None

Recreation Authority business for Board discussion and action:

A. Resolution No. R-19-02. This is a resolution revising the 2018 deficit elimination plan for Fremont Community Recreation Authority. Motion made by Steve Heiss; seconded by Brian Hettinger to approve Resolution No. R-19-02. A roll call vote was taken with all members voting yes. Motion passed.

B. Powell Networks and Runic Forge Productions. Mr. Tim Powell and Mr. Lowell Godfrey brought up tenant issues. Among the concerns were keys to the elevator, maintenance, fire safety, better signage, and cleanliness of the building, especially on the second floor.

C. Family Fitness. The facility committee and Bryan Kolk met with Family Fitness. Family Fitness is not leaving but will be slow paying because the summer is a slow time for them. The Fremont location is one of the least volatile of their locations in terms of membership. Personnel changes have been made with a new manager, Brandon B.

Director's Report:

Director Tom Elmer submitted his report noting that CMH has started their remodel of the office and hopes to be in by August 1. Mr. Elmer has posted a new gym and pool schedule for the winter. These hours will take effect September 1. FCRA will be having an open house on Saturday, September 21 from 9 a.m.-5 p.m. We will have different events and demonstrations during the day along with open swim and open gym. Our first cornhole tournament will be on July 27 and we are busy planning our cornhole tournament during Harvest Fest.

Committee Reports:

A. Personnel Committee: None

B. Programs Committee:

Committee Chair Dawn Finch reported that she and Director Tom Elmer have met to discuss the September open house. They also talked about an after-school program and the upcoming cornhole tournaments. Ms. Finch suggested that the Rec Center undertake a survey of our members and the public about usage and programs of the Rec Center. General consensus of the board is that would be a good idea and further discussion of this will continue at the August meeting.

C. Facilities Committee:

Committee Chair Brian Hettinger reported that our water costs are down. He also reported that new LED lights for the pool are in.

D. Executive Committee: None

Closed Session:

Motion made by Steve Heiss, seconded by John Grimes to close the Regular Session at 8:40 p.m. and enter into a Closed Session for the purpose of discussing litigation strategy; motion approved by unanimous roll call vote. Motion made by Brian Hettinger, seconded by Steve Heiss to end the closed session at 9:03 p.m. and that the regular session be reconvened. Motion passed.

General Discussion:

Board discussed making sure maintenance is addressed in a timely manner. The suggestion made by Tim Powell for a maintenance form for tenants was discussed.

Motion by Steve Heiss, seconded by John Grimes to adjourn the regular meeting at 9:15 p.m.; motion approved.

Dawn Finch, Secretary