

FREMONT COMMUNITY RECREATION AUTHORITY  
REGULAR MEETING MINUTES  
June 16, 2022

1. The meeting was called to order at 7:00 p.m. by John Grimes

Present: Board members, Brian Hettinger, John Grimes, Dawn Finch, Steve Heiss, Bill Kunnen, Steve Christoffersen, Kris Carpenter (7:05 p.m.). Absent: Bryan Kolk, Mike Oosterhouse.

2. Approval of June meeting agenda:

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

3. Approval of May meeting minutes:

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

4. Public Comments: None.

5. Approve May Treasurer's Report:

John Grimes submitted a written Treasurer's Report: Total revenue for the month of May 2022 was \$20,330. Notable income items were \$6,553 in delinquent tax revenues from Newaygo County, memberships including Tivity payments of \$5,024 (down approximately 24% from April), \$2,445 from swimming lessons (more than double the amount from April), \$1,793 from rentals of the community room, pool, south commons, etc., \$1,600 from our tenants, and \$1,210 for drop-ins and punch cards (a 50%+ decline from April). The memberships/Tivity and drop-in numbers show that we have now entered our slow season at the Rec Center.

Total expenses for the month were \$17,061 for a monthly profit of approximately \$3,269. Major expenses were \$5,222 for wages, \$1,200 for professional services (audit), and \$6,790 for utilities.

No new money was transferred into the Reserve Account; however, a change was made regarding upcoming expenses. The \$17,000 previously allocated towards the new parking lot was reduced to a \$14,000 allocation.

Motion to approve the May Treasurer's Report by Steve Heiss, seconded by Brian Hettinger; motion passed.

6. Approve May Accounts Payable:

John Grimes submitted a written Accounts Payable Report: Total current accounts payable shown on the attached sheet are \$5,323.03 This amount does not include the DTE bill that will be coming between now and our next meeting.

Our current bank balances as of 15 May 2022 were as follow:

Checking:	\$76,144.53
Reserve:	\$55,015.40
Pickleball:	\$ 2,549.14

Along with the \$76,000 in our checking account, before our next meeting, we should receive \$1,600 from three of our tenants and I estimate receiving approximately \$6,000 from memberships, drop ins, concessions, etc., for a total of approximately \$83,600.

We will have nearly three payrolls to cover before our next meeting and I am estimating them at approximately \$2,500 per payroll for a total of \$7,500. Deducting the payrolls from our estimated potential resources leaves approximately \$76,000 with which to pay our bills.

I recommend paying all the bills listed on the attached Accounts Payable sheet for a total of \$5,323.03. I also recommend paying the DTE bill when it comes in. After all bills are paid including Ooma and Microsoft, I estimate that we will pay out between \$7,000 and \$8,000 leaving approximately \$68,000 to \$69,000 in our checking account going into next month.

Motion to approve the payments and the entire amount due for the DTE bill made by John Grimes, seconded by Kris Carpenter; motion passed.

7. Review Old Business:

- A. Job posting for FCRA manager. Ad placed in the *Times Indicator* which will run for two weeks.
- B. Discussion took place of the feasibility of daycare at the Rec Center.

8. Recreation Authority New Business for Board Discussion and Action:

- A. July 2022 meeting. Discussion took place as to whether a July meeting is necessary. Motion to not have the July 2022 meeting and to authorize John Grimes to pay bills as they come in made by Kris Carpenter, seconded by Steve Heiss. Motions passed

9. Director's Report:

D. Finch submitted a written report: The Rec Center had its first wedding reception in the Community Room this past Saturday, June 11. All things went well. The FHS class of 2002 has booked the Community Room for its class reunion on Saturday, July 16. The Shipshewana bus trip is Wednesday, June 22. We have 51 people signed up. There are still 5 seats available if anyone wants to go! Swim lessons start on Monday, June 20. We'll have two other summer sessions in July and August. We will have some extra weekday open swim on Tuesdays, Wednesdays, and Thursdays from 2:00 – 4:30 p.m. This will start June 28. A new kid's event in July; a Kids Only Flea Market. We will be closed July 2 – 4 for the holiday weekend. John and I will be out of town July 11 – 20.

11. Committee Reports:

- A. Personnel Committee: None
- B. Programs Committee: See Director's Report.
- C. Facilities Committee: The new pool chlorinator is in Brighton, MI. We're waiting to hear from Keifer Pool Supply to schedule an installation date. The Rec Center will be putting in a new parking lot on the East side of the building. This should take 2-3 days and will cost \$14,000.
- D. Executive Committee: None

12. Closed Session: None needed

13. Next meeting August 18, 2022

14. Meeting adjourned at 7:55 p.m.

Dawn Finch, Secretary