

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
March 19, 2020

1. The meeting was called to order at 7:03 p.m. by Bryan Kolk

Present: Board members Bryan Kolk, Brian Hettinger, Mike Oosterhouse, John Grimes, Dawn Finch, Bill Kunnen, Steve Heiss, Gene Christofferson, and Kris Carpenter.

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

3. Motion was made by Brian Hettinger, seconded by Kris Carpenter to approve the February 2020 Regular Meeting Minutes as presented; motion approved.

4. Public Comments: None.

5. Treasurer's December Report:

Motion to receive the January Treasurer's Report was made by Mike Oosterhouse; seconded by Steve Heiss, motion approved. John Grimes submitted a written Revenue/Expense report prior to the meeting. Of note, Mr. Grimes reported February's revenue was approximately \$37,109. Notable revenue items for the month are \$6,296 in tax revenue from Sheridan Township and \$13,896 in tax revenue from Dayton Township so taxes provided just under approximately 54% of the month's revenue. Other notable items of income were \$1,117 for swim lessons and \$7,438.75 from Club Ready

Total expenses for the month of February were \$28,295 for a monthly profit of \$8,813. Notable expenses were \$5,817 in wages and taxes. Repairs and maintenance show a total of \$6,125.75, but this includes the \$4,205 that was paid to 1st Choice Heating that was for services in 2016 that were never paid. Deducting this amount from repairs and maintenance brings the two-month total down to \$1,920. Thus, on an annualized basis, repairs and maintenance are running at \$11,520 which is lower than our budgeted \$18,000 for this item. Again, some of this is due to the transformation of the community room. Utilities of \$7,498 are in line with our anticipated monthly expense for electricity, gas, and internet. Also, we have started the data roundup in order to assist with our yearly audit.

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

6. Approve February Accounts Payable:

John Grimes submitted a written Accounts Payable report. A list of recommended bills to pay was submitted: Club Ready, Comcast, Consumers Energy, DTE Energy, Integrity Business Solutions, Konica Minolta, Michigan Municipal League, NCATS, Nieboer Electric, Quality Air, and Roger Sweeting for a total of \$12,068.52.

Mr. Grimes asked for permission to pay insurance bill when it comes in April and discussed the need for FCRA to purchase a new dolphin for the swimming pool.

Motion to pay creditors as listed (total of \$12,068.52) on Mr. Grimes' written report to purchase a dolphin, and to authorize him to pay the insurance bill in April was made by John Grimes, seconded by Brian Hettinger; motion passed.

7. Review Old Business:

A. Powell Networks. Mr. Powell of Powell Networks has made some more progress at moving out.

B. Family Fitness/Club Ready. Ms. Dawn Finch discussed the requirements that need to be met for Tri-Source.

C. Compass Driving School. Mr. Grant Swinger of Compass Driving School has signed a six-month trial lease.

D. Line of Credit. Mr. Grimes discussed a Line of Credit. This would be used to pay off other loans and equipment costs

E. Pool Closing. Discussion took place about the possible closing of the pool for the summer. A motion was made by Dawn Finch, seconded by Mike Oosterhouse to have the pool remain open for the summer; motion passed.

8. Recreation Authority business for Board discussion and action:

A. Resolution to open a Line of Credit with Choice One Bank for not more than \$25,000. Motion was made by John Grimes, seconded by Steve Heiss to apply for said Line of Credit. A roll-call vote was taken:

Mike Oosterhouse	yes	Gene Christoffersen	yes
Brian Hettinger	yes	John Grimes	yes
Kris Carpenter	yes	Bill Kunnen	yes
Bryan Kolk	yes	Dawn Finch	yes
Steve Heiss	yes		

Motion passed.

B. Discussion of temporary closing of the Rec Center due to Coronavirus.

C. Certified Pool Spa Operator's course. A motion was made by Brian Hettinger, seconded by Gene Christoffersen for John Grimes to attend a Certified Pool Spa Operator's course in May. Motion passed

9. Director's Report:

Interim Director, Dawn Finch submitted a written combination Director's and Programs report. Easter Egg Splash, which was to be held April 4, will be cancelled due to the temporary closing. Programs that are currently running will be put on hold.

10. Committee Reports:

A. Personnel Committee: No report

B. Programs Committee: See Director's Report.

C. Facilities Committee: We are waiting to see when we can reopen. Quality Air came out to do some repairs on one of the boilers.

D. Executive Committee: No report.

11. Closed Session: None needed.

12. Next meeting Thursday, April 16, 2020

13. Motion by Brian Hettinger, seconded by Steve Heiss to adjourn the regular meeting at 8:55 p.m.; motion approved.

Dawn Finch, Secretary