

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
May 19, 2022

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, Steve Heiss, Bill Kunnen, Steve Christoffersen, Mike Oosterhouse, Kris Carpenter

2. Approval of May meeting agenda:

Motion was made by John Grimes, seconded by Brian Hettinger to approve the May meeting agenda; motion approved.

3. Approval of April meeting minutes:

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

4. Public Comments: None.

5. Public Hearing: Public on Resolution No. R-22-01, Establishing the Fremont Community Recreation Authority 2022 Property Tax Millage Rate (.5%).

Open to public at 7:05 p.m. No public comments. Closed to public at 7:10 p.m.

Motion made by Brian Hettinger, seconded by John Grimes to approve the Property Tax Millage for 2022. Roll call vote was taken:

Hettinger:	Yes	Oosterhouse:	Yes
Heiss	Yes	Finch	Yes
Grimes	Yes	Carpenter	Yes
Kolk	Yes	Christoffersen:	Yes
Kunnen	Yes		

Motion passed.

6. Approve April Treasurer's Report:

John Grimes submitted a written Treasurer's Report: Total revenue for the month of April 2022 was \$18,523. Notable income items were \$1,782 in tax revenues from the City of Fremont, memberships including Tivity payments of \$6,238, \$1,093 from swimming lessons, \$920 from Tae Kwon Do, \$1,329 from rentals of the community room, pool, south commons, etc., \$1,575 from our tenants, \$2,260 for drop-ins and punch cards, and \$870 in concessions.

Total expenses for the month were \$36,924 for a monthly loss of approximately \$18,401. Major expenses were \$4,893 for wages, \$1,349 for repairs and maintenance, \$1,829 for supplies, \$3,000 for professional services (audit), \$7,558 for insurance, and \$15,169 for utilities.

We are now starting our slow period of the year. Consequently, we will continue depleting our year-to-date net income currently shown as \$34,103.02 on the Revenue/Expenditure report.

No new money was transferred into the Reserve Account.

Motion to approve the April Treasurer's Report by Brian Hettinger, seconded by Mike Oosterhouse; motion passed.

7. Approve April Accounts Payable:

John Grimes submitted a written Accounts Payable Report: Total current accounts payable shown are \$6,853.39. This amount does not include the DTE bill that will be coming between now and our next meeting.

Our current bank balances as of 17 April 2022 were as follow:

Checking:	\$70,424.41
Reserve:	\$55,015.40
Pickleball:	\$ 2,856.54

Along with the \$70,400 in our checking account, before our next meeting, we should receive \$1,600 from three of our tenants and I estimate receiving approximately \$7,000 from memberships, drop ins, concessions, etc., for a total of approximately \$79,000.

We will have two payrolls to cover before our next meeting and I am estimating them at approximately \$2,500 per payroll for a total of \$5,000. Deducting the payrolls from our estimated potential resources leaves approximately \$74,000 with which to pay our bills.

I recommend paying all the bills listed on the attached Accounts Payable sheet for a total of \$6,853.39. I also recommend paying the entire DTE bill when it comes in. After all bills are paid including Ooma and Microsoft, I estimate that we will pay out around \$11,000 leaving approximately \$63,000 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.

8. Review Old Business:

A. FCRA Audit—Michigan Department of Treasury letter. Michigan Department of Treasury requested a corrective action plan be submitted. This plan is to make sure that the FCRA budget matches its income and expenses. The letter was submitted early May.

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

A. Washer/Dryer. Christina Yuhasz, Great Start Parent Liaison, approached D. Finch about splitting the cost of a washer and dryer. Both parties would be able to use the appliances. The Facilities Committee will meet to research the cost of the appliances and the cost of installment.

B. Community Room floor. Discussion about options for the floor.

C. Staff Pay Raise. Discussion by Board to raise pay \$1.00/hour starting July 1, 2022. Motion to raise staff pay \$1.00/hour beginning July 1 made by Steve Heiss, seconded by Bill Kunnen; motion passed.

10. Director's Report:

D. Finch submitted a written report: The Chamber of Commerce's Home and Garden Show went well. Visitors were steady during the show and the vendors and especially the food trucks were very happy. I've already spoken with Karen Baird about possible workshops/classes being offered during next year's show. Our first World Tai Chi & Qigong Day was held on Saturday, April 30. We had 20-25 or so people and sent out positive vibes into the universe. The American Heritage Gun Show that was held on Sunday, May 1 was very well attended, and I saw many, many people walk out with merchandise. Jeff Hren told me that the number of vendors he had at this show was up compared to the first one he had here. We are wrapping up our spring exercise classes and getting ready for our next set which will start in early June. Packer Pride Daycare has rented the pool on Tuesdays, Wednesdays, and Thursdays for one hour (1:00 – 2:00 p.m.) June 14 – August 18. We will gross \$825. I am planning to offer open swim during the summer on Tuesdays, Wednesdays, and Thursdays from 2:00 – 4:30 p.m. Right now I'm just going to schedule that for June to see what type of response we'll get. Swim lessons will start up in July. We tentatively have a wedding reception scheduled for Saturday, June 11 from 6:00 – 11:00 p.m. (Dawn will be working that night).

11. Committee Reports:

A. Personnel Committee: Update on Rec Center Manager position. Personnel Committee to meet to compose ad for the position that will be advertised in the *Fremont Times Indicator*.

B. Programs Committee: See Director's Report.

C. Facilities Committee: None

D. Executive Committee: None

12. Closed Session: None needed

13. Next meeting June 16, 2022

14. Motion by Steve Heiss, seconded by Brian Hettinger to adjourn the regular meeting at 8:32 p.m.; motion passed.

Dawn Finch, Secretary