

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
May 31, 2023

1. The meeting was called to order at 7:04 p.m. by John Grimes.

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

2. Approval of May meeting agenda:

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

3. Approval of April meeting minutes:

Corrections made to the unofficial minutes. Motion was made by Brian Hettinger, seconded by Sandy Siegel to approve the amended April 2023 Regular Meeting Minutes as presented; motion approved.

4. Public Comments: None.

5. Public Hearing

Public hearing to approve 2023 Tax Millage. Public hearing opened at 7:08 p.m. and closed at 7:09 p.m. Motion made by Brian Hettinger, seconded by John Grimes to approve 2023 millage. Roll call vote taken:

Bill Kunnen	Yes	John Grimes	Yes
Mike Oosterhouse	Yes	Kris Carpenter	Yes
Sandy Siegel	Yes	Dawn Finch	Yes
Brian Hettinger	Yes		

Motion passed.

6. Approve April Treasurer's Report:

John Grimes submitted a written Treasurer's Report.

Total revenue for the month of April was approximately \$78,457, but \$60,000 of this was the contribution for equipment from the three taxing bodies. Thus, revenue from normal operations for the month was \$18,457. Notable contributions to revenue were \$2,832 for tax revenues from the City of Fremont, a total of \$6,023 for memberships, Tivity payments, punch cards, and drop-ins, \$1,270 from Tae Kwon Do, \$4,365 from swim lessons, and \$1,275 from two of our tenants. Compass Driving has since paid \$650 for both April and May rents, but this was not received until May.

Total expenditure for the month was \$23,250 for a net monthly loss of \$4,793 when not including the money for equipment. Notable expenses were \$5,082 for supplies of all kinds (except concessions), \$6,799 for wages and payroll taxes, and \$8,876 for utilities.

Our year-to-date profit is \$61,976.

Two opposing features of our income and expenses are that the total income for memberships, drop-in, etc. is \$2,260 less than that from the previous month—a decline of 27%. This indicates that we are entering or have entered our slower season. Utilities declined \$1,746 from the previous month—approximately 16% indicating that heating season is now over or nearly so. We still have gas charges, however, to heat the pool.

Not included in the income since it was received in May is a check from Newaygo County for delinquent taxes for approximately \$6,200. This tax revenue is included in our checking account balance. No other tax revenue is anticipated until we begin to receive tax payments from the City of Fremont in August and September.

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

7. Approve April Accounts Payable:

John Grimes submitted a written Accounts Payable report:

Following are our balances for our various accounts as of 31 May 2023.

Checking:	\$111,753.62
Reserve:	\$ 91,021.36
Pickleball	\$ 2,513.41

Between now and our next meeting, I anticipate receiving \$1,600 from three of our tenants, \$7,000 from programs, memberships, rentals, etc. These items along with our checking account balance will provide approximately \$120,000 with which to pay our bills. Between now and our next scheduled meeting we will have two payrolls that I estimate at \$3,500 each, reducing our available funds to \$113,000 with which to pay our bills. As noted on your Accounts Payable register, we have a total of \$10,009.93 of invoices to pay, but this includes the \$4,176.73 for Consumers which has already been paid in order not to be past-due. This leaves a balance of \$5,833.20 which I recommend be paid. Along with our recurring Ooma, NCATS, and Microsoft bills we will pay out approximately \$6,000 leaving us with approximately \$107,000 in our checking account going into next month.

Motion to pay all listed and expected invoices made by Kris Carpenter, seconded by Mike Oosterhouse; motion passed.

8. Review Old Business:

A. Our new cardio equipment has a June 7 arrival date.

9. Recreation Authority New Business for Board Discussion and Action

None

10. Director's Report:

Dawn Finch submitted a written report:

We have officially entered our slow period. Active membership in March was 809, in April 797, and in May 619. Our gross revenue through Rec Desk to date is \$58,162.62. At the same time frame for 2022 our gross revenue was \$67,780.30. Tae Kwon Do classes will be ending June 8 and Frank will be moving his classes outside to Fremont Lake Park. Classes will resume at the Rec Center in September. Another set of dog training classes runs May 31 – June 21. We had local camps and businesses rent the pool to train their lifeguard staff (Michigan Adventure, Camp Echo, Camp Newaygo, and American Youth Foundation) and that brought in \$1,882.50. School ends on Friday, June 2 and the pool will be open for summer open swim on Tuesdays, Wednesdays, and Thursdays, from 2:00 – 5:00 PM starting June 6. Also, Packer Pride Daycare will be once again using the pool on Tuesdays, Wednesdays, and Thursdays from 1:00 – 2:00 PM. We have a class reunion scheduled in the Community Room on June 24. Unless we get a mad rush of people signing up for the Shipshewana trip on June 21, the trip will be canceled, and money refunded. "Home Works" class did not go well despite a lot of positive feedback from around Newaygo County when the class was advertised. Very disappointing.

11. Committee Reports:

A. Personnel Committee: We have not found a new manager for the Rec Center, and we will continue to search for one. Two lifeguards have given notice and we'll be hiring a new one before September. Discussion of hiring another Member Relations Staff person (MRS).

B. Programs Committee: See Director's Report.

C. Facilities Committee: New bearing for the pool airhandler has been ordered. We have heard from Mic Dennis from Family Fitness regarding the equipment we've been using. Our agreement to use their equipment ends December 31, 2023. We will be taking inventory of the equipment and will make an offer for some of it.

D. Executive Committee: None

12. Closed Session: None needed.

13. Next meeting July 20, 2023

14. Meeting adjourned at 8:15 p.m.

Dawn Finch, Secretary