

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
November 19, 2020

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

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

2. Motion was made by Brian Hettinger, seconded by Bill Kunnen to approve the November meeting agenda; motion approved.

3. Motion was made by Brian Hettinger, seconded by Steve Heiss to approve the October 2020 Regular Meeting Minutes as presented; motion approved.

4. Public Comments: None.

5. Treasurer's October Report:

John Grimes submitted a written report. Total revenue for the month was \$23,740.07. The main income contributor was the City of Fremont with a tax payment totaling \$10,970. Total expenses for the month were approximately \$12,644.07 for a monthly profit of approximately \$11,096. Notable expenses were \$3,204 for wages, \$2,821 for repairs and maintenance, and \$5,284 for utilities.

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

6. Approve October Accounts Payable:

John Grimes submitted a written Accounts Payable report. Our current bank balances as of Monday, November 16, 2020 are as follow: Checking: \$31,725.14; Programs: \$16,409.75; Pickleball: \$5,199.94. A list of recommended bills to pay was submitted: Arnold Sales, Consumers Energy, DTE Energy, Konica-Minolta, NCATS, Newaygo County Treasurer, Quality Air, Quill LLC, and State of Michigan, a total of \$6,137.31.

Motion to pay creditors as listed on Mr. Grimes' written report was made by Brian Hettinger; seconded by Kris Carpenter; motion passed.

7. Review Old Business: None

8. Recreation Authority Business for Board Discussion and Action:

A. Proposed Budget for 2021. A preliminary budget for 2021 was handed out to board members by John Grimes. After some discussion and questions and answers, Mr. Grimes asked the board to study the proposed budget and get back to him with suggestions, comments or questions. The proposed budget will be presented at a public hearing December 17 with a vote to approve the 2021 budget following.

B. Employee Holiday Bonus. Director, Dawn Finch proposed that a \$50 holiday bonus be given to FCRA staff. A motion was made by Kris Carpenter, seconded by John Grimes. A roll call vote was taken:

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

Motion passed.

9. Director's Report:

Interim Director, Dawn Finch submitted a written report. Kia Lord's holiday craft fair at the Rec on Saturday, December 5 was cancelled due to the new Covid restrictions put into place by MHHS. The American Red Cross will be having a blood drive in the Community Room on Tuesday, November 24 from noon – 5:00 p.m. Ms. Finch is working on a new program for the Rec Center called Rec-tivity boxes. These are boxes that will be sold to the public for \$15 each. Inside the box are activities for kids to do and supplies. There will be a new box for each month and eventually we'll have a few special theme boxes such as dinosaurs, space, colors and shapes, etc. Ms. Finch also inquired about moving to direct deposit for employee paychecks. We will start looking into that after the first of the new year.

10. Committee Reports:

A. Personnel Committee: None

B. Programs Committee: See Director's Report.

C. Facilities Committee: Roof repairs will need to take place in the Spring of 2021.

D. Executive Committee: None

11. Closed Session: None needed.

12. Next meeting Thursday, December 17, 2020

13. Motion by John Grimes, seconded by Steve Heiss to adjourn the regular meeting at 8:22 p.m.; motion approved.

Dawn Finch, Secretary