

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
November 18, 2021

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 (7:03), Mike Oosterhouse, Gene Christoffersen; Absent: Kris Carpenter

2. Approval of November meeting agenda:

Motion was made by Steve Heiss, seconded by John Grimes to approve the November meeting agenda; motion approved.

3. Approval of October meeting minutes:

Motion was made by Brian Hettinger, seconded by Gene Christoffersen to approve the October 2021 Regular Meeting Minutes as presented; motion approved.

4. Public Comments: None.

5. Approve October Treasurer's Report:

John Grimes submitted a written report: Total revenue for the month of August 2021 was \$10,212. Notable income items were memberships of \$2,586, \$1829 from the Chicago Bus Trip, \$785 from drop-ins, \$960 from the rent of the community room, and \$1,575 from three of our tenants.

Total expenses for the month were \$15,000 for a monthly loss of approximately \$4,788. Major expenses were \$4,701 for wages, \$841 for repairs and maintenance, \$1,961 for the Chicago bus trip, and \$5,0968 for utilities. Though the bus trip expenses exceeded the revenue for this month, including the revenue from last month and estimating the amount received for the trip this month, our bus trip to Chicago made approximately \$400-\$500.

Total revenue year-to-date is \$264,595 and total expenses are \$197,057 for a year-to-date profit of \$67,537. We are still under budget for expenses and over-budget for revenue. This should lead to a larger than budgeted profit at the end of the year.

At December's meeting, we will need to approve the 2022 budget.

No money was added to the Reserve Account.

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

6. Approve October Accounts Payable:

John Grimes submitted a written Accounts Payable report: Total current accounts payable are \$15,378010. This amount does not include the DTE bill that will be coming between now and our next meeting along with the extra \$1,000 that we have authorized to pay down our past-due amount.

The Accounts Payable list also includes our final loan payment to the City of Fremont which is not due until next year. By paying it this year, we will remove a liability from our balance sheet that will be a part of the 2021 audit. We will be receiving tax payments from Dayton and Sheridan Townships starting in January which will replenish our checking account, but we can also draw from the Reserve Account, in the meantime, if additional monies are required for our operations between now and when those tax revenues begin to arrive. We can wait until December to make the loan payment and still have it eliminate this liability on our 2021 audit or we can wait until 2022 to make the payment when it is due, but the liability will then show up in the 2021 audit as an outstanding liability.

Our current bank balances as of October 20, 2021, were Checking, \$66,858.60, Reserve Account, \$45,013.03, Pickleball, \$2,856.40.

John Grimes recommended the payment of the bills listed on the Accounts Payable sheet: Algertech Technology, \$1,571.25, City of Fremont, \$10,000, Consumers Energy, \$3,003.25, Fremont Ace Hardware \$38.36, Hi-Lites, \$70, Konica Minolta \$90.50, NCATS \$75.00, Quality Air \$237.67, Quality Logo Products \$222.07 and State of Michigan \$70 for a total of \$15,378.10 plus the DTE + \$1,000 invoice when it is received. Motion to approve the payments made by John Grimes, seconded by Gene Christoffersen; motion passed.

7. Review Old Business:

A. Rec Center survey. Discussion to place regard data from the recent Rec Center survey.

8. Recreation Authority Business for Board Discussion and Action:

A. Draft budget for 2022. John Grimes presented a draft budget for 2022 and asked member to look it over, make notes, and be ready for discussion at December's meeting.

B. End-of-Year dinner. Dinner will be held before the December meeting and Dawn Finch will contact people as to what each should bring for the dinner.

9. Director's Report:

Dawn Finch submitted a written report. Wolfpack Wrestling is back for the school year. They have practice Tuesday and Thursday evenings. They usually pay approximately \$1,000 for use of the room when the season is over. The November Chicago bus trip went very well and we grossed \$2,935 (the bus cost was \$1,923). Bus trips are in the works for 2022. An invoice to FPS was sent for \$2,048.75 for the girls swim team. The boys swim team starts up Monday, November 22. We are now starting to wind up exercise programs. All programs will finish by December 29 (Water Aerobics). New programs as well as what we've been running are planned for 2022. Cookies with Santa is on Saturday, December 4 from 1:00 – 3:00 p.m. Cost is \$5R / \$7NR. We will have some extra open swim during the holiday breaks: Friday, November 26, December 27, 28, 29, and 30. The Rec Center will be closed Thursday, November 25, Friday, December 24, Saturday, December 25, Friday, December 31, and Saturday, January 1.

10. Committee Reports:

A. Personnel Committee: None

B. Programs Committee: See Director's Report.

C. Facilities Committee: None

D. Executive Committee: None

11. Closed Session: None needed

12. Next meeting December 16, 2021

13. Motion by Steve Heiss, seconded by Mike Oosterhouse to adjourn the regular meeting at 8:40 p.m.; motion passed.

Dawn Finch, Secretary