

FREMONT COMMUNITY RECREATION AUTHORITY
REGULAR MEETING MINUTES
September 19, 2019

The meeting was called to order at 7:01 p.m. by Chair Bryan Kolk.

Present: Board members Brian Hettinger, Mike Oosterhouse, John Grimes, Dawn Finch, Bill Kunnen, Steve Heiss and Kris Carpenter (7:12 p.m.)

Guests: Lowell Godfrey, Tim Powell, Hunter Blake

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

Motion was made by Brian Hettinger seconded by Bill Kunnen to approve the August 15, 2019 Regular Meeting Minutes as presented; motion approved.

Public Comment: Hunter Blake introduced himself to the board; Lowell Godfrey commented on a list of issues he feels that needs to be addressed. That list was printed off and given to the Board of Directors for review. Mr. Tim Powell also made comments on issues he believes that need to be addressed.

Treasurer's August Report:

Motion to receive the August Treasurer's Report was made by Mike Oosterhouse; seconded by Brian Hettinger, motion approved. John Grimes submitted a written Revenue/Expense report. Of note, Mr. Grimes reported that the Rec Center's August revenue was \$50,496. Most of this amount was made up of tax money received from the City of Fremont. Mr. Grimes will be starting the 2020 budget and that will go to the Executive Committee and then to the entire Board.

No unusual expenses were noted for the month of August. Mr. Grimes noted that with the departure of Tom Elmer and with Dawn Finch and Mr. Grimes filling the position of Director until a new director can be found, the Rec Center's payroll expenses will decrease.

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

Approve September's Accounts Payable Register:

John Grimes submitted a written Accounts Payable report. Of note, Mr. Grimes reported that Family Fitness owes FCRA \$12,943 and that on October 1 rent will be due from: Family Fitness, NCMH, Tim Powell and Runic Forge. He also noted that the Rec Center received a \$706 insurance dividend check. Mr. Grimes then suggested the Consumers Energy be paid and other bills will be paid as the money comes in from rent, programs, etc. Motion to pay as listed on Mr. Grimes' written report as money becomes available was made by Steve Heiss; seconded by Mike Oosterhouse, motion approved.

Old Business:

None

Recreation Authority business for Board discussion and action:

A. Resolution to remove Tom Elmer and Todd Blake from checking account and add Vicci Terveer. A motion for a roll-call vote was made by Kris Carpenter, seconded by Brian Hettinger. Roll-call vote:

John Grimes: yes; Steve Heiss: yes; Bryan Kolk: yes; Brian Hettinger: yes; Bill Kunnen: Yes; Mike Oosterhouse: yes, Dawn Finch: yes. Motion passed.

B. Mr. Lowell Godfrey. Mr. Godfrey brought up the following issues that he wanted taken care of ASAP: an after-hours phone number listed for emergencies, the outside light on the south end of the building replaced (not working/burned out), use of closet space in the hallway closet on the second floor near the wrestling room, a review of this non-compete clause about gaming, a fire drill plan. These items will go to the Facilities Committee.

Director's Report:

Interim Director, Dawn Finch, discussed her first four days on the job. She noted that the Rec Center's open house was on Saturday, September 21 from 9 a.m. to 5 p.m. and that the first Kid's Night will be held on Saturday, October 12 from 5 p.m. to 9 p.m.

Committee Reports:

A. Personnel Committee: Will be meeting to review old job description for Direct and will begin updating such.

B. Programs Committee:

Committee Chair Dawn Finch discussed the upcoming Birch Run/Frankenmuth bus trip, the Open House, and the dates for six Kids' Nights. Ms. Finch also mentioned that she had been contacted by Dog Blessed about hosting dog obedience lessons at the Rec Center. She will be looking into this and believes it would be a good opportunity for the Rec Center.

C. Facilities Committee:

Committee Chair Brian Hettinger reported that Gateway is still working on a leak that impacts the Rec Center and that this is the responsibility of Gateway.

D. Executive Committee:

The Executive Committee met to accept Tom Elmer's resignation as Director. At that meeting, it was decided that Dawn Finch and John Grimes would work together and act as Interim Director until a new Director is hired.

Closed Session:

Motion made by John Grimes, seconded by Steve Heiss to close the Regular Session at 8:56 p.m. and enter into a Closed Session for the purpose of discussing litigation strategy; motion approved by unanimous roll call vote.

Motion made by Kris Carpenter, seconded by John Grimes to end the closed session at 9:25 p.m. and that the regular session be reconvened. Motion passed.

Motion by Steve Heiss, seconded by John Grimes to adjourn the regular meeting at 9:33 p.m.; motion approved.

Dawn Finch, Secretary