

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Regular Board Meeting Minutes January 21, 2020

**Call to Order**

Chairperson Sean Dunleavy called the meeting to order at 7:04 pm.

**Attendance**

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

**Staff**

Director Tim Church, Kevin Troshak, Kyle Tokan

**Public**

None

**Approval of Agenda**

Bob Ellis made a motion to approve the agenda, supported by Diana Lowe. **Motion carried 5-0.**

**Approval of Minutes**

Diana Lowe motioned to approve the December 17, 2019 Regular meeting minutes, supported by Bob Ellis. **Motion carried 5-0.**

**Call to the Public**

None heard.

**Staff Comments**

Kevin Troshak reported that the chili cook off-fund raiser for the HIVE will be held February 29th here at the Bennett Center. It is $30 to enter the contest and $5 per person for tasting.

**ICMA 401 & ICMA 457 (b) Plan Contributions for 2020**

HAPRA contributes 10% of the employee’s gross earnings into a 401 for the employee. There is also a 457 (b) pre-tax available for the employees to contribute to on their own behalf. Bob Ellis motioned to approve of the 401 and 457(b) plans and contributions, supported by Diana Lowe. **Motion carried 5-0.**

**Payment in Lieu of Health Insurance for 2020**

Full time employees that opt not to take the health insurance are offered $250 per quarter. Motion by Bob Ellis to pay the full time employees that opt out of health insurance $250 per quarter, supported by Diana Lowe. **Motion carried 5-0.**

**2020 Health Care Coverage**

Health care cost went up 11% mainly because of a late in the year new employee and their family coverage. Motion by Diana Lowe to approve the 2020 Health care coverage for full time employees, supported by Tammy Beal. **Motion carried 5-0.**

**2020 Employee Health Care Premium Contributions**

Employees contribute 20% and HAPRA covers 80% for full time employee Health care premiums. Bob Ellis motioned to continue with HAPRA covering 80% and employee covering 20% of a full time employee’s Health care insurance premiums, supported by Diana Lowe. **Motion carried 5-0.**

**HIVE**

The HIVE is for sale. We just finished up our third year of the lease agreement and Mr. Parker is wanting to sell the building. We have been just paying the taxes for the last 3 years which was around $1800 per month. Now we are being charged $2500 plus taxes each month, which comes to around $4300 per month. Other buildings are being considered. Director Church will look into a couple of different options.

**Check Register and Bank Statements ending December 31, 2019**

Everything looks good.

**Financial Reports ending December 31, 2019**

Treasurer Ellis passed out a report with a graph, he reported a surplus of $45K for the year with an ending fund balance of $129K. We did collect 100% of budgeted revenue and we can wait for the audit to verify the figures.

**HAAC Financial Reports Ending December 31, 2019**

$9K ahead of last year, 300% over what we did last year for private lessons. Rick Terres directed Kristy to get quotes to redo the hot tub.

**Directors Report**

* 2019 participation numbers were pretty equal to last year and growing because of pool/swim lessons. Marion Township showed a large increase in participation.
* M PARKS Conference at Suburban Showplace next week Tuesday-Friday with Tim and Kevin on the planning committee. Tim said that the sessions look good and trade show looks awesome.
* Audit is February 5-7 which is two weeks earlier than usual. March meeting should have the results.
* Sweetheart dances are the week of February 5th at Chemung Hills there are 631 participants signed up already.
* Splash and Dash is February 9th, participants run, swim and bike like a triathlon so it is limited to 60-70 people.

**Old Business**

None

**New Business**

Oceola Township’s soil borings for the new facility came back good!

**Next Meeting**

The next regular meeting is scheduled for Tuesday, February 18, 2020 at 7 pm at the Bennett Center.

Motion to adjourn at 7:42 pm by Diana Lowe, supported by Bob Ellis. **Motion carried 5-0.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approved Date

Respectively Submitted by: Tammy L. Beal, Secretary