

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Board Meeting Minutes October 16, 2018

**Call to Order**

Chairperson Sean Dunleavy called the meeting to order at 7:00 PM.

**Attendance**

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

**Absent**

None

**Staff**

Director Tim Church, Kyle Tokan, Kevin Troshak, Beth Shopshire, Jamie Plis, Chris Techentin, Melissa Feriara, Ann-Marie Moran, Nikki Kamienski, Jaimie Geeraerts, Denise Alexander, Gina Aguzzi, Alexis Johnson

**Public**

Anne Brockway, Saralee Bloese

**Pledge of Allegiance**

**Approval of Agenda**

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

**Approval of the Regular Meeting minutes from September 25, 2018**

Motion by Bob Ellis to approve the minutes from the September 25, 2018 regular meeting. Supported by Jean Graham. **Motion carried 5-0.**

**Call to the Public**

Beth Shopshire from the pool stated that Josh is no longer working at the pool, she still has not met Jaime and Katie is the only lifeguard. The maintenance of the pool is not being done. Director Church responded that Jay Richardson will be a new lifeguard and Alex from EDU will be starting soon. Maintenance will be a life guard responsibility.

Saralee Bloese stated that she opened the pool program when the pool first opened and worked there until the schools outsourced those positions. If we have any concerns on how the pool operates she would be happy to answer questions.

Denise Alexander said that two in-services have been canceled and that is how new employees get up to speed on procedures.

Ann Brockway said there is a difference between the Red-Cross certification and being certified for a pool that is 14’ deep.

**Staff Comments**

None

**2019 Proposed Budget**

Treasurer Bob Ellis said that the total budget is up $60,000 and mostly in Festivals, Summer Camp and the Teen Center. Director Church responded that Summer Camp was right on until this year and Festivals were budgeted more but they plan on increasing revenue thru sponsorships and vendor fees. We are pretty spot on with what we’ve done every year. Treasurer Ellis said he just wanted to make sure it’s realistic and obtainable.

Bob Ellis motioned to approve the 2019 Budget as presented, supported by Diana Lowe. **Motion Carried 5-0.**

**Resolution #18-04 2018 3rd Quarter Budget Amendments**

Amounts need to be moved up one row to correspond with the correct line item (typo).

Bob Ellis motioned to approve Resolution #18-04 2018 3rd Quarter Budget Amendments as amended, supported by Diana Lowe. Roll call vote: Graham, Ellis, Lowe, Dunleavy, Beal- all yes. **Resolution passed 5-0.**

**2019 Meeting Schedule**

Motion by Jean Graham to approve the 2019 meeting schedule as presented, supported by Bob Ellis. **Motion carried 5-0.**

**Check Register and Bank Statements ending September 30, 2018**

No comments.

**Financial Report ending September 30, 2018**

Treasurer Ellis stated that this looks reasonable so that we can meet the deficit plan. He passed out a graph showing the cash flow. We are $20,000 below on expenses and $5,000 above on our revenues.

**Directors Report**

1. Director met with Superintendent MacGregor and Rick Terres, they have come to an agreement that if it is an equipment/facility issue that both HAPRA and HPS will schedule a meeting as soon as possible to address the issue and how to remedy it.
2. HPS will be sending a revised agreement for our review at our November meeting.
3. Monster Splash was canceled; Legend race enrollment is up (new 1mile/5K combo); Buck pole is up and will be finished next Thursday; Rec the Halls will be back at the park ($5 per vehicle); Swim with Santa; Bad Santa Trivia Night and Santa’s workshop are all being planned.

**Old Business**

Director Church and Jaimie met with SELCRA to help promote local recreation. He has also met John Carlson from Howell Nature Center and Howell Junior Baseball Association leaders. HJBA is interested in Bennett field improvements in having HAPRA starting a T-Ball program.

**New Business**

Director Church has been in contact with the city police and DPW. They will be setting up a meeting with all interested entities to discuss pricing for events. Bob Ellis and Tammy Beal are interested in attending.

Premier Public Health Conference-works with Parks and Recreation to unite Community, Health Departments and Hospitals to promote healthy lifestyles.

**Next Meeting**

The next regular meeting is Tuesday, November 27, 2018 at 7 pm at Bennett Center.

Motion to adjourn at 8:13 p.m. by Diana Lowe, supported by Bob Ellis **Motion carried 5-0.**

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Respectively Submitted by: Tammy L. Beal, Secretary