



## Minutes

### Holland Area Community Swimming Pool Authority Special Meeting Holland, Michigan, March 21, 2019

The Authority Board met in special session on Thursday, March 21, at 4:00 p.m. in the Holland Community Aquatic Center conference room.

Board Members Present: Darrin Duistermars, Sara Giesler, Ron Hemmeke, Wendy Willoughby, and Matthew Van Zetten

Board Members Absent: Ben Farkas (Ex-Officio), Jack Gisinger, and Tim Hemingway

Staff Present: Executive Director Jack Huisigh, General Manager Amanda Duimstra, and Instructional Program Manager Jesse Luyk

#### 1. Call to Order

Chairperson Giesler called the meeting to order at 4:05 p.m.

#### 2. Approval of Agenda

Motion to approve the meeting agenda, as written.

Moved by: VanZetten  
Seconded by: Willoughby  
Vote: 5-0

#### 3. Public Comments

There were no persons wishing to address the Board.

#### 4. Approval of Minutes of the February 21, 2019, Special Board Meeting

Motion to approve the minutes of the February 21, 2019, Special Board Meeting. Added a notation that Greg Maybury is volunteering his construction management abilities pro-bono.

Moved by: Duistermars  
Seconded by: Willoughby  
Vote: 5-0

#### 5. HCAC Manager Focus: Instructional Program Manager, Jesse Luyk

Luyk provided the Board with an update on the HCAC Swim School and Instructional Programs. Improvements to the curriculum have been well-received. The Instructional staffing team is working well and staff retention has increased. Revenue in the instructional area has increased by about 17% over last year. Huisigh recognized Luyk's program management efforts as very positive and growth-oriented.

#### 6. HCAC Executive Director – HACSPA Next Gen Status Report

##### a. HACSPA Policies

Duimstra provided the Board with Paid Medical Leave Policy (P-HR-041), which would comply

with new state legislation Public Act. 369 and allow paid leave for eligible part-time employees.  
Motion to approve the policy as written.

Moved by: VanZetten

Seconded by: Willoughby

Vote: 5-0

**b. HACSPA Next Gen Communications**

Vince Boileau of Boileau Communications provided the Board with a brief communications update. The "Everyday" campaign micro-site is now live, the team is working on press releases, and will continue to provide assistance with speaking engagements for Executive Director Huisingsh. Duimstra provided the Board with an update from Tom Page of SCN Communications. Mailings and multiple community meeting opportunities will continue, as scheduled.

Executive Director Huisingsh continues to speak and present Next Gen planning to community groups as follows:

Holland Rotary – 2/28/19

West Coast Chamber: Public Policy – 3/8/19

Holland Young Professionals – 3/13/19

Laketown Township Board – 3/13/19

Lakeshore Non-Profit Alliance – 3/26/19

Holland Public and Holland Christian Superintendents and Athletic Directors – 3/28/19

Evergreen Commons – 3/29/19

HASP (Hope College Alumni Group) – 4/12/19

West Coast Chamber: Governmental Affairs – 4/15/19

In addition to presenting to the community, there are 12 community meeting opportunities available to the public to receive information about the upcoming bond proposal and HCAC Next Gen plans. Dates have been published in the Holland Sentinel and online.

**c. HACSPA Next Gen Status**

Hemmeke provided the Board with a report of construction team efforts. The committee continues to meet weekly and discuss concept designs. Huisingsh continues to explore options to partner with a community health care provider.

**6. Other Business and Issues**

Board requested to publish 2018 and 2019 approved meeting minutes to the Board page on the HCAC website. Other Board communications will be achieved by Sara Giesler as the Board Chairperson.

**7. Adjournment**

The Board was adjourned Chairperson Giesler at 5:40 p.m.

Respectively Submitted,

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Wendy Willoughby  
Secretary