



Minutes

Holland Area Community Swimming Pool Authority Special Meeting
Holland, Michigan, June 20, 2019

The Authority Board met in regular session on Thursday, June 20, 2019 at 4:00 p.m. in the Holland Community Aquatic Center conference room.

Board Members Present: Darrin Duistermars, Sara Giesler, Jack Gisinger, Tim Hemingway, and Ron Hemmeke

Board Members Absent: Ben Farkas (Ex-Officio), Wendy Willoughby and Matthew Van Zetten

Staff Present: Executive Director Jack Huisingh, General Manager Amanda Duimstra

Others Present: Greg Maybury, HCAC Owner's Representative, and Mary Slafkosky of Kennari Consulting

1. Call to Order

Chairperson Giesler called the meeting to order at 4:10 p.m.

2. Approval of Agenda

The agenda was approved as written.

3. Public Comments

There were no persons wishing to address the Board.

4. Approval of Minutes of the May 24, 2019, Special Board Meeting

Motion to approve the minutes of the May 24, 2019, Special Board Meeting, as written.

Moved by: Duistermars

Seconded by: Hemingway

Vote: 5-0

5. HACSPA FY2018-19 Budget Status

a. Debt: Huisingh presented the Board with a summary of the close out of the 20-year, 1998/2013 Debt account. The remaining \$65,577 fund balance will be used for Building Capital expenses per MCL 141.2701.

b. Operations: Huisingh reviewed end of year operating expenses including; MERS contributions, and bond reimbursements.

Motion to require MERS Retirement plan at no less than 90% funded at any time.

Moved by: Gisinger

Seconded by: Duistermars

Vote: 5-0

6. HACSPA FY2019-20 Budget Proposal

a. Debt: Huisingsh proposed the Board proposal and Voter approved rate of 1.25 mills to support the proposed 2019 Bond obligations.

b. Operations: Huisingsh proposed a FY2019-20 Operational Budget of; \$2.6 million in revenues to support expenses of \$2.6 million with a net \$ zero contribution/requirement to the Authority's Fund Balance.

Motion to approve FY2019-20 as \$2.6 million revenues, and \$2.6 million expenses.

Moved by: Gisinger

Seconded by: Duistermars

No vote.

Motion to amend and motion to approve FY2019-20 as \$2.6 million revenues, and \$2.6 million expenses and including a \$20K addition to the proposed donation revenue totaling \$30K in donations, to create a positive \$20K budget for FY2019-20.

| FY 2019-20 | Operational Budget |
|---------------------|--------------------|
| Revenues | \$ 2,620,000.00 |
| Expenses | \$ 2,600,000.00 |
| Net to Fund Balance | \$ 20,000.00 |

Moved by: Gisinger

Seconded by: Duistermars

Vote: 5-0

Motion that the Board approve a requirement to maintain a minimum of two months operations funding in the fund balance at any given time.

Moved by: Gisinger

Seconded by: Hemingway

Vote: 5-0

7. HACSPA Board: FY2019-20

a. FY2019-20 Meeting Dates - Giesler, Board Chair

Motion to approve all meeting dates on the third Thursday of each month, with the exception of June, 2020. Meeting dates as follows:

Regular Board Meetings (Quarterly)

Thursday, September 19, 2019 at 4:00 p.m.

Thursday, December 19, 2019 at 4:00 p.m.

Thursday, March 19, 2020 at 4:00 p.m.

Thursday, June 25, 2020 at 4:00 p.m. (4th week)

Special Board Meetings (Monthly)

Thursday, July 18 2019 at 4:00 p.m.

Thursday, August 15, 2019 at 4:00 p.m.

Thursday, October 17, 2019 at 4:00 p.m.

Thursday, November 21, 2019 at 4:00 p.m.

Thursday, January 16, 2020 at 4:00 p.m.

Thursday, February 20, 2020 at 4:00 p.m.

Thursday, April 16, 2020 at 4:00 p.m.

Thursday, May 21, 2020 at 4:00 p.m.

Meetings are to be held on the 3rd Thursday of the month, except the 4th week of June, at 4:00 p.m. at Holland Community Aquatic Center.

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

b. FY2019-20 Board Officers and Committee Appointments - Giesler, Board Chair

Motion to approve the Board Officers and committee assignments as follows:

| | | |
|--------------------------|--------------------|--|
| City of Holland | Wendy Willoughby | Officer; Board Vice Chairperson/Secretary Committee; Chair Personnel, Executive Committee; TBD |
| | Matthew VanZetten | Committee; TBD |
| | Ron Hemmeke | Committee; Chair Ad Hoc Construction |
| | Tim Hemingway | Committee; Ad Hoc Construction |
| Holland Township | Darrin Duistermars | Committee; Finance, Personnel |
| Laketown Township | Sara Giesler | Officer; Board Chairperson Committee; Chair Executive, Finance |
| Park Township | Jack Gisinger | Officer; Board Treasurer Committee; Chair Finance, Executive |

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

8. HACSPA 2019 Next Gen Status Reports

- a. HACSPA Construction Committee: Hemmeke provided a brief update from the Construction Committee.
- b. HACSPA Owner's Representative: Maybury provided the Board with a brief presentation outlining the construction process and organizational chart.
- c. HCAC Foundation: Mary Slafkosky of Kennari Consulting updated the Board on the work that is being done with the HCAC Foundation and their feasibility study.

9. Executive Director Update

Huisingh updated the Board on a new program initiative to provide a clear path from swimming instruction to competitive swimming. Duimstra, and Instructional Program Manager, Jesse Luyk continue to plan new programming for fall 2019. HCAC has achieved donor support to provide this program through scholarship opportunities.

10. Other Business and Issues

There were no other issues.

11. Adjournment

The Board was adjourned Chairperson Giesler at 5:50 p.m.

Respectively Submitted,

Wendy Willoughby
Secretary