



## Minutes

Holland Area Community Swimming Pool Authority Meeting  
Holland, Michigan, November 8, 2018

The Authority Board met in regular session at on Thursday, November 8, at 4:00 p.m. in the Holland Community Aquatic Center conference room and the meeting was called to order by Chairperson Giesler.

Board Members Present: Duistermars, Giesler Gisinger, Hemingway, and Willoughby, and Van Zetten

Board Members Absent: Farkas (Ex-Officio), Hemmeke

Staff Present: Executive Director Huisingsh and General Manager Duimstra

Others Present: Sara Mitchell, Kennari Consulting

### 1. Approval of Agenda

After review, a motion was made to approve the agenda as written.

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

### 2. Public Comments

There were no persons wishing to address the Board.

### 3. Approval of Minutes

The Board approved the minutes of October 4, 2018, meeting.

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

### 4. HACSPA Next Gen Planning

a) Giesler requested a consensus on timeline for a bond request with consideration of newly appointed Board members. Hemingway and Gisinger requested additional review of the HCMA Proposal draft with Huisingsh, as well as a completed business plan. Discussion of a working session to ensure all Board members are provided with appropriate information to decide on the timing of a bond vote.

Hemingway noted that the BPW has used local company for communication Boileau Communications and suggested a connection with the HACSPA Board.

Giesler suggested that a working session be scheduled.

b) The Board discussed timing for bond vote, expense for the bond vote, options to petition in May, August, or November of 2019. If a May vote is selected the petition is due 1/24/19. General consensus of the Board suggested starting point for a bond may be determined at 1.25 mills. This is to be reviewed taking into consideration communications plan, business plan, the HCMA proposal, Epic MRA results, and Frost research Economic Impact study. The Board noted the importance of public/private partnership and foundation support and endowment. Huisingsh provided a HCAC Foundation Board update

Sara Mitchell of Kennari Consulting explained the process to cultivate support along with the Foundation Board, working on development costs and agreed that the appropriate next steps are a completed business plan and economic impact study.

c) Giesler requested that the Board consider assistance with communications to the community. General consensus of the Board was that communications help will be needed to help support any expansion. Huisingsh noted that the Board had approved a budget for \$50K positive in operations, with \$200K spent on advanced development, and anticipated \$100K support through donations.

#### 5. HCAC Committee Reports -

- a. **Executive Committee**– Giesler reported that a business planning session had occurred with key stakeholder representation on 11/7/18. Josh Spencer, of Kennari Consulting is working to complete a business plan, which is expected to be completed in January 2019.
- b. **Finance Committee** – VanZetten reported facility budgets are all on plan and no adjustments are required at this time.
- c. **Personnel Committee** – No report.

#### 6. General Manager Report

Duimstra reported that the facility teams are working well. Human resource policy are being reviewed. The managers and team leaders appreciated the ability to participate with Josh Spencer and the business plan process.

#### 7. Executive Director Report

Huisingsh reported that employee insurance benefits will increase approximately 1% for 2019 and operations are running better than projected. Several large projects are underway including installation of a scoreboard, improvements to security, and installation of a lift for the Spa and Instructional Pool

#### 8. Other Business and Issues

Brief discussion regarding public comment and open meetings. The Board requested that a comments form be available for future meetings.

#### 9. Adjournment

The Board was adjourned by Chairperson Giesler at 5:49 pm

Respectively Submitted,

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Darrin Duistermars  
Secretary