



Minutes

Holland Area Community Swimming Pool Authority Special Meeting
Holland, Michigan, October 24, 2019

The Authority Board met in special session on Thursday, October 24, 2019, at 4:00 p.m. in the Holland Community Aquatic Center Conference Room at 550 Maple Ave, Holland, MI.

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

Via Phone: Matthew VanZetten

Board Members Absent: Ben Farkas (Ex-Officio)

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

Others Present: Greg Maybury, HCAC Owner's Representative

1. Call to Order

Giesler called the meeting to order at 4:00 p.m.

2. Approval of Agenda

Motion to approve the agenda as written.

Moved by: Hemingway
Seconded by: Willoughby
Vote: 6-0

3. Public Comments

There were no persons wishing to address the Board.

4. Approval of Minutes of the September 19, 2019, Board Meeting

Motion to approve the minutes of the September 19, 2019, Board Meeting, as written.

Moved by: Gisinger
Seconded by: Willoughby
Vote: 6-0

5. HACSPA FY2018-2019 Audit

Matthew Sinnema of Kiecover, Scholma & Shumaker, P.C., reported the results of the fiscal year 2018-2019 financial audit. Including;

- Independent Auditors Report (letter provided)
- Unmodified, "clean" opinion (Page I)

- Financial Highlights (Page III)
- Balance Sheet Review (Page 3 & 4)
- Defined Benefit Pension Notes (Pages 16-19)

6. Strategic Plan Review

Giesler encouraged the Board to participate in a collaborative document to provide their input before the next Board meeting on December 5, 2019.

7. Executive Director Update

Huisingh provided an update to the Board including:

- 7th annual clean audit.
- The Authority's current fund balance is approximately \$1 million.
- Operations are performing well in all areas – community, instruction, and competitive.
- Discussions to achieve professional therapy and rehabilitation services are moving forward.

8. HCAC Foundation Report

Huisingh reported that the HCAC Foundation Board is working on a policy for receiving gifts. He will share the policy with the HACSPA Board for consideration.

9. HACSPA Renovation and Expansion Status Update

Peter Baldwin (AMDG), Hervey Lavoie (OLC), Mike Hofmann (AMDG), and Chad Nienhuis (Lakewood Construction), along with HCAC Owner's Rep, Greg Maybury, provided the Board with a report of design activities. The project is carrying a \$3.2 million contingency, and is currently at \$1.8 million over the \$26.3 million bond amount. The Board reviewed the Bond promises to the community and reviewed the base program including; expanded lobby, universal change rooms, and warm water leisure facilities. Nienhuis presented several alternatives, which may be added to the project as the budget allows.

Motion to approve the AMDG + OLC and Lakewood team to move forward with the "Concept C" design.

Hemmeke clarified that the motion only approves moving forward with the "Concept C" design, and does not approve any other recommended alternatives.

Moved by: Duistermars
 Seconded by: Willoughby
 Vote: 6-0

Note: VanZetten was no longer joining via phone at the time of this vote.

10. Other Business and Issues

- Leanne Schaeffer of Boileau Communications provided a brief communications update along with key talking messaging goals.
- Mary Slafkosky provided a brief report on Kennari Consulting feasibility study activities.
- The next Board meeting scheduled for Nov. 21 at 4 p.m., was postponed to Dec. 5 at 5 p.m.

10. Adjournment

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

Respectively Submitted,

Wendy Willoughby
Secretary