



Minutes

Holland Area Community Swimming Pool Authority Special Meeting
Holland, Michigan, January 19, 2021

The Authority Board met in special session on Thursday, January 21, 2021, at 4:00 p.m. The meeting was held via Zoom.com virtual meeting under the guidance of Michigan Department of Health and Human Services.

Board Members Present: Candis DeBoer, Darrin Duistermars, Eva Dean Folkert, Sara Giesler, Jack Gisinger, Tim Hemingway, and Ron Hemmeke

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 proposed.

Moved by: Gisinger

Seconded by: Hemingway

Roll Call Vote: All Yes

Vote: 7-0

3. Public Comments

There were no public comments.

4. Approval of Minutes of the December 17, 2020, Board Meeting

Motion to approve the minutes of the December 17, 2020, Board Meeting, as written.

Moved by: Hemingway

Seconded by: Gisinger

Roll Call Vote: All Yes

Vote: 7-0

5. HCAC Foundation

- a) The HCAC Foundation has received \$1,476,000 through the end of 2020.
- b) These donations have allowed for the approval of additional track and expanded lobby.
- c) The HCAC Foundation is working to achieve remaining \$1,524,000 before the end of the project scheduled for summer of 2022.
- d) Thank-you letters have been issued as donations arrived and 2020 donation receipts have been mailed.
- e) HACSPA is very thankful for the support from Mr. Dick Haworth and Haworth Corporation as we consider revision of furniture and furnishings.

6. HCAC Next Gen Project Status Update

- a) Maybury provided the Board with a brief construction including:
- b) The track frame is in place and the building is sealed, with glass in place.
- c) Concrete will be poured for the track and fitness next week.
- d) The construction team continues to install duct work and fire protection.
- e) Next month the multi-month process of building the pool shells will begin, as piping is now in place.
- f) Painting will be occurring the next several weeks.
- g) The construction team is in the process of sourcing; alarms, security, card access, and emergency response equipment.

7. HACSPA Committee Reports

a) Executive Committee

- i. Giesler has summarized Board produced Strategic Planning information and shared with the Board so each member may view and comment. The Executive Committee will schedule a follow up to review.

b) Finance Committee

- i. Gisinger reviewed owner-requested revisions to the Next Gen project scope and recommended that the Board approve HCAC Construction Proposal PCOO #4.

Motion to approve PCOO #4 in the amount of \$93,872.

Moved: Gisinger

Seconded: Hemingway

Roll Call: All Yes

Vote: 7-0

c) Safety and Public Relations Committee

- i. The Committee has been evaluating HCAC marketing and branding options and provided several recommendations for Board consideration, including:

- Move forward and explore the idea of revising key messaging and brand information.
- Move forward and explore the idea of a new logo to support messaging and branding.
- Expand Boileau Communications scope of work for a period of 3-4 months to facilitate items above.
- HCAC staff will meet with Committee to review current methods of communications.

- ii. The Board affirmed the Committee's recommendations and asked its Executive Director to proceed with those recommendations.

8. Executive Director Update (Huisingh)

- a) Huisingh presented the Board with the first draft of testimonial videos being produced by Boileau Communications for HCAC.
- b) Huisingh presented the Board with a list of HCAC F donors for the Construction Project & Campaign additions. 108 donors to date!
- c) COVID-19 restrictions continue and HCAC remains open with strong customer support regarding safety and continued close relationship with Ottawa County Health Dept. regarding specific aquatics capabilities/restrictions.
- d) COVID-19 restrictions – Jul 2020 – Dec 2020 – no CARES support available to date
 - Daily Fee Revenue Down 88%
 - Instructional Class Revenue Down 44%
 - Membership Revenue Down 67%Huisingh is working to hold labor and expenses to achieve breakeven performance.
- e) HCAC customers and members continue to be supportive and anxious to return. Excited with construction growth and planned opportunities.
- f) Virtual Swim Safety Lessons continue for local school children via Zoom; thanks Jean-Luc Miralda, Anita Curtis and Marjorie Pohlman.
- g) Staff is preparing for additional re-opening options including; in-person School swim lessons, therapy, fitness, community swim options.
- h) Events are returning: School Swim Meets, MLA Swim Meets, GLIAC D2 Championships will be held Feb. 17-20, 2020
- i) Huisingh requested that the Board change from meeting 2/18 (GLIAC Champs) to 2/25/2021. The Board agreed to postpone to the requested date.
- j) A Board walk-through of the construction site is scheduled for Feb 25, 2021, at 3:00 p.m.
- k) Huisingh recognized Jack Gisinger as he has resigned his Board position to allow for a move to the East Coast to be with his family. Giesler also thanked Gisinger for his contributions to the Finance Committee and HACSPA Board

10. Other Business and Issues

There were no other issues.

11. Adjournment

The Board was adjourned by Giesler at 5:20 p.m.

Respectively Submitted,

Darrin Duistermars
Secretary