



Minutes

Holland Area Community Swimming Pool Authority Special Meeting
Holland, Michigan, December 17, 2020

The Authority Board met in special session on Thursday, December 17, 2020, 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: Hemingway

Seconded by: Gisinger

Roll Call Vote: All Yes

Vote: 6-0

3. Public Comments

There were no public comments.

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4. Approval of Minutes of the November 19, 2020, Board Meeting

Motion to approve the minutes of the November 19, 2020, Board Meeting, as written.

Moved by: Hemingway

Seconded by: Giesler

Roll Call Vote: All Yes

Vote: 6-0

5. HCAC Foundation

Huising provided a brief update from the Foundation Board. The group has raised approximately \$1.5 million in their efforts to achieve the indoor track, expanded lobby, and expanded fitness area.

Note: deBoer entered the meeting at 4:05 p.m.

6. HCAC Next Gen Project Status Update

Maybury provided the Board with a brief construction update. The project remains on schedule, within budget, and now includes the Board-approved additions of the track and expanded lobby per philanthropic support achieved to date.

7. HACSPA Executive Committee

- a) Social Media Policy: Duimstra provided the Board with a proposed social media policy.

Motion to adopt the policy, as written.

Moved by: Hemingway
Seconded by: Gisinger
Roll Call Vote: All Yes
Vote: 7-0

- b) Strategic Plan update: Giesler has generated a strategic plan document for Board review and it has been sent out to the Board. Board members are encouraged to add their input to the document.
- c) Marketing/Branding Proposal: The Public Relations and Safety Committee has received and reviewed a marketing and branding proposal provided by Boileau Communications. Committee members are encouraged to provide feedback to Duistermars.

8. HACSPA Finance Committee

- a) An annual audit report was provided by Mr. Matt Sinnema of Kiekover, Scholma, & Shumaker, PC. The audit was issued as “unqualified” or “clean and without problems”.
- b) The Finance Committee recommend a Debt Budget Revision.

Motion to approve the Debt Budget Revision, as proposed.

DEBT BUDGET	Approved 6/25/2020	Proposed 12/17/2020
Approved Millage	1.24 mills	1.24 mills
Revenue	\$1,795,380	\$1,858,872
Expense	\$1,753,200	\$1,753,500
Net Total	\$ 42,180	\$ 105,372

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote – All Yes
Vote: 7-0

- c) It was noted that the Operations Budget Revision previously agreed on should continue as \$2.1 million in revenue and \$2.1 million in expenses, with a net zero position.

d) MERS Assumption “Addendum” Proposal

Motion to approve the MERS Assumption “Addendum” to achieve 2021 MERS requirement for additional definitions.

Moved by: Gisinger
Seconded by: Hemingway
Roll Call Vote: All Yes
Vote: 7-0

9. Executive Director Update (Huisingsh)

- a) HCAC closed the FY2019-20 in December rather than October-November time frame due to COVID-19.
- b) HCAC achieved another “Clean or unmodified” audit report, which is this management team’s 7th in row.
- c) HCAC is pleased to have achieved a positive fund balance contribution for the year considering the severe use restrictions and shutdowns between March of 2019 and today. We continue to effectively maintain expenses below revenues.
- d) Going into the COVID-19 shutdowns and restrictions HCAC was operating at record performance and year over year improvement in each business unit including; Daily Usage, Memberships, Aquatics lessons and partnerships with Community Schools and Groups.
- e) This shows a strong desire to utilize the existing Aquatic Center, even during renovation and construction. Improvements and enhancements for our Community use Every Day in warmer water and improvements to our fitness area including a new walking rehabilitation track are generating excitement for our future capabilities.
- f) The School Aquatics Safety program will restart virtually in February per special School invitations.
- g) As schools restart and per Superintendent approvals, we will be providing art supplies to some area elementary schools to achieve area children’s artwork of what they like about their Aquatic Center. It is our hope to utilize some of these pictures on our safety chain-link fencing around our construction project this summer.
- h) The fitness center and lap pools are currently allowed to be open with specific capacity allowances, 1 swimmer per lane and no group practices or coaching is allowed through at least Dec 20.
- i) HCAC continues to operate at, or near, Covid-restricted capacity allowances throughout our open days Monday – Saturday.
- j) Further Governmental and County directions are anticipated in the coming days.
- k) Re-opening plans are being revised in preparation for increased capacity allowances.
- l) The management team continues to support all operational and construction requirements.

- m) Huisingh thanked the Community, Members and Partners for their loyalty and support through these difficult times.
- n) Huisingh thanked the Board and Staff for their commitment and resilience during this difficult year.
- o) Huisingh is excited with the many new supporters who have become interested in our Aquatic Center and are providing significant donations to enhance our ongoing construction project.

10. Other Business and Issues

There were no other issued.

11. Adjournment

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

Respectively Submitted,

Darrin Duistermars
Secretary