

Minutes

Holland Area Community Swimming Pool Authority Meeting

Holland, Michigan, January 18, 2024

The Authority Board met on Thursday, January 18, 2024, at 12:00 p.m. The meeting was held at 550 Maple Avenue in Holland.

Board Members Present: Darrin Duistermars, Tim Hemingway, Ben Aguilera, Colleen Hill, Steve Sisson and Bob Soeters

Board Member Absent: Ron Hemmeke

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

1. Call to Order

Duistermars called the meeting to order at 12:00 p.m. Introduction/welcome new board member Colleen Hill.

2. Approval of Agenda

Motion to approve the agenda, as proposed.

Moved by: Hemingway

Seconded by: Sisson

Vote: All approved

3. Recognition of Persons wishing to address the board.

None

4. Approval of Minutes of the January 18, 2024, Board Meeting

Motion to approve the minutes of the January 18, 2024, Board Meeting, as written.

Moved by: Hemingway

Seconded by: Aguilera

Vote: All approved

5. HACSPA Conflict of Interest Policy

The Board discussed its need to achieve and implement a Conflict-of-Interest policy for the HACSPA board members along with the creation of a Board Manual. Examples of existing COI policies were distributed.

6. HACSPA Executive Director Retirement/Transition Plan

The Board agreed to an upcoming Monday, Feb. 3, 2024 all-day session to focus on Board responsibilities, individual roles and their priorities for the future. They also agreed to develop and agree on an Executive Search process to support the current ED's plan to retire at the end of this FY2023-24 on June 30, 2024. Finally, they agreed to employ the services of EOS Board specialist Linda Bishop.

7. HACSPA Committee Structure

The Board discuss its desire to continue its current Committee structure including; Executive, Finance and Safety & Communications. The Board agree to continue this structure for the foreseeable future.

8. HACSPA Committee Reports

a) Executive Committee (Duistermars)

The Executive Committee achieved and reviewed ED goals for the FY2023-24.
Discussion regarding Board orientation for new Board members.
Discussion on the Executive Director search process and Board alignment.
Next Board Meetings:

April 18, 2024	Regular Board Meeting
June 27, 2024	Special Board Meeting
July 11, 2024	Regular Board Meeting
October 17, 2024	Regular Board Meeting

b) Finance Committee (Huisingsh Reporting)

HACSPA Annual Disclosure for Bondholder completed (handout and comments).
HAC Usage Reports (handout and comments).
HACSPA financial reports; (Year vs Year; Cash flow, Balance Sheet & Profit/Loss Reports)
Large future purchases discussions and status reports

9. HAC EOS Update (Duimstra)

- a) Duimstra provided the Board with an update on the December 2023 meeting which focused on staffing, a customer service survey, HR items and rocks that the staff are working on.

10. Executive Director Update (Huisingh)

Huisingh reported;

A public announcement of ED's upcoming retirement at the end of the FY2023-24 has been sent to members and made public this week.

Record monthly attendance continues with positive budgetary performance.

HAC staffing continues to grow to meet increasing customer and administrative demands.

HAC is moving into its busiest competitive season with upcoming; D2, D3, MHSAA and USA Swim championships. Ongoing Community Fitness & Wellness, Water Safety Instruction, and Therapy and Rehabilitation groups will continue to operate simultaneously exceeding 5-year business plans.

11. Closed Session – HR

Moved by: Duistermars
Seconded by: Aguilera
Vote: All approved

Return to Open Session;
Moved by: Duistermars
Seconded by: Aguilera
Vote: All approved

12. Other Business and Issues

There were no other issues.

13. Adjournment

The meeting was adjourned the meeting at 2:02 p.m.

Respectively Submitted,

Bob Soeters
Secretary