

## **Minutes**

### **Holland Area Community Swimming Pool Authority Meeting**

**Holland, Michigan, April 18, 2024**

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

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

Board Members Absent: None

Staff Present: Executive Director - Jack Huisingh, General Manager - Amanda Duimstra, Administrative Assistant – Jean Hendricks

#### **1. Call to Order**

Duistermars called the meeting to order at 12:10 p.m.

#### **2. Approval of Agenda**

Motion to approve the agenda, as proposed.

Moved by: Hemingway  
Seconded by: Hill  
Vote: 7-0

#### **3. Recognition of Persons wishing to address the board.**

None

#### **4. Approval of Minutes of the February 14, 2024, Board Meeting**

Motion to approve the minutes of the February 14, 2024, Board Meeting.

Moved by: Soeters  
Seconded by: Hemingway  
Vote: 7-0

#### **5. Executive Director Search/Transition Plan**

Motion to approve the proposal by the HACSPA Special Executive Director Selection Committee to extend an offer to the selected Executive Director candidate.

Moved by: Duistermars  
Seconded by: Hemmeke  
Vote: 7-0

## 6. HACSPA Committee Reports

### a) Executive Committee - Duistermars

Duistermars provided a summary of the most recent committee meetings and Executive Director search process.

### b) Finance Committee – Hemingway

Motion to document a HACSPA Fund Balance policy to always require a non-restricted minimum 25% fund balance and maximum 50%. In addition, a goal of also building a Sinking Fund restricted balance of \$500,000, or greater, is desired for potential capital projects.

Moved by: Hemingway  
Seconded by: Aguilera  
Vote: 7-0

Motion to authorize Executive Director negotiation and selection of a roof replacement Supplier for HACSPA roofs not to exceed \$600,000 from operations and fund balance with ongoing discussions and approval from HACSPA Finance Committee.

Moved by: Hemingway  
Seconded by: Hill  
Vote: 7-0

Motion to support HACSPA MERS Defined Benefit funding via:

1. Annual HAC contributions to always achieve 90% or greater annual funding per MERS annual report.
2. Total remaining underfunding to achieve 100% MERS Defined Benefit funding to be set aside as restricted funding within the fund balance to achieve 100% payment as determined by the HACSPA Board.

Moved by: Hemingway  
Seconded by: Sission  
Vote: 7-0

## 7. HAC Foundation

Huisingsh reported for the HAC Foundation Board. A new community patio has been donated and completed and the Brick-by-Brick campaign continues to add additional named bricks. The HAC Foundation continues to support its funding of “HACSPA People & Programs” with campaigns focused on philanthropy for; annual funding support, specific people & programs support and the development of an HACSPA Endowment. A new focus on Corporate Partnerships is also underway.

## 8. HAC EOS Update

Duimstra provided the Board with a revised EOS Accountability Chart. The team continues to utilize an expert EOS Coach to both learn EOS and to develop and achieve quarterly goals utilizing the right people in the right seats. The HACSPA Board has directed continued expert EOS coaching for the HAC Management Team through FY2024-25.

## 9. Executive Director Update

Huisingh reported that the FY 2024-25 budget is exceeding plans, and all groups are achieving expectations. The HAC Management Team is currently focused on transition plans with the planned June 30, 2024 retirement of its Executive Director. There will be a need for a special HACSPA Board meeting, before the end of the FY2023-24 to approve Finance Committee budget recommendations. FY2024-25 Millage projections and Budget are underway.

## 10. Closed Session: Human Resources Discussion

Closed Board Session Moved by: Duistermars  
Seconded by: Hemingway  
Vote: 6-0

Board entered into closed session at 2:05 pm

Reopen Board Session Moved by: Duistermars  
Seconded by: Hemingway  
Vote: 6-0

Board exited closed session at 2:50 pm

## 11. Other Business and Issues

None

## 12. Adjournment

Motion to adjourn the meeting at ? p.m.

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

Respectively Submitted,

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Bob Soeters  
Secretary