

Approved Minutes

Holland Area Community Swimming Pool Authority Meeting

Holland, Michigan, April 23, 2025

The Holland Area Community Swimming Pool Authority Board met on Wednesday, April 23, at 11:30 a.m. The meeting was held at 550 Maple Avenue in Holland.

Board Members Present: Bob Soeters, Colleen Hill, Nick Dekker, Steve Sisson, Ben Aguilera
Board Members Absent: Ron Hemmeke, Eva Dean Folkert

Staff Present: Executive Director - Amanda Duimstra, Executive Assistant - Erin Mouw,
Membership and Development Director – Cait McClelland

1. Call to Order

Soeters called the meeting to order at 11:30 a.m.

2. Approval of Agenda

Motion to approve the agenda, as proposed.

Moved by: Sisson

Seconded by: Hill

Vote: 5-0

3. Approval of Minutes of the 2/3/2025 Board Meeting

Motion to approve the minutes of the 2/3/2025 meeting, as written.

Moved by: Sisson

Seconded by: Hill

Vote: 5-0

4. Recognition of Persons wishing to address the board.

None

5. Executive Director Update – Duimstra

- a. Executive/Finance Committee - Budget is on track. Currently revenue is up about 11% from last year. Membership and programming fees were increased approximately 5% in November. Expenses are about the same as last year. Wage, insurance and benefits increased by about 10%. Accounting and legal services fees are down. Some facility and competitive investments are being made this month for capital projects.
- b. Lighting Project- the timeline for replacement was delayed due to grants. Those grants have been achieved to a total of \$150,000 in combined State and BPW grants. About \$12,000 will be required as part of the grants to provide energy monitoring.
- c. Executive Director and leadership team annual goals are on track. HAC is expected to serve more than 400,000 visitors this year.

- d. Spring Break week and Egg Hunt community events were well attended.
- e. Paycor has been implemented thanks to Robin Schalte and Lynette Hummel.
- f. Budget Revisions - A Special Budget Approval Meeting will be held in June with the date to be determined.
- g. The HAC staff will be volunteering to the Tulip 5K Run, and providing a float in each parade. Board members are invited as well if they are interested in participating.

6. Membership and Development Director Update – McClelland

- a. 90-Day goals have been developing Guest Services team, achieving all EOS Rocks, and a 30/60/90 plan has been completed.
- b. Since February there have been 95 bookings for the party rooms, which represents a 97% increase.
- c. Spring Break daily visits met team goal, and many people visited from lower to mid-Michigan.
- d. In the last 90 days, memberships have increased, and the membership retention rate is 76%.

7. Board Member Duties Documents – Sisson and Soeters will look at our current documents and will present updates at the next meeting. Dekker offered to review these documents as well.

8. Board Governance - Hill will be developing a future BOD candidate document that the Board may use to identify future candidates and capabilities to add to the group.

9. Adjournment

Motion to adjourn the meeting at 12:37 pm.

Moved by: Soeters

Seconded by: Hill

Vote: 5-0

Respectively Submitted,

Colleen Hill
Secretary