

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Regular Virtual Board Meeting Minutes June 16, 2020

**Call to Order**

Chairman Sean Dunleavy called the meeting to order at 7:00 pm.

**Attendance**

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Treasurer Bob Ellis, Secretary Tammy Beal, Trustee Jean Graham

**Absent**

None

**Staff**

Director Tim Church, Chris Techentin, Kyle Tokan, Kevin Troshak

**Public**

None

**Pledge of Allegiance**

**Approval of Agenda**

Diana Lowe motioned to approve the Agenda, supported by Bob Ellis. **Motion carried 5-0.**

**Approval of Regular Minutes**

Diana Lowe made a motion to approve the May 19, 2020 minutes, supported by Bob Ellis. **Motion carried 5-0.**

**Call to the Public**

None heard.

**Staff Comments**

None heard.

**Digital Wallets**

Attorney suggested that we add the verbiage “Digital Wallets” to our cash handling policy to cover whatever registration software that we use for donations, online banking and registration payments. Bob Ellis suggested that Director Church investigate “Square Cash” program also. Motion by Diana Lowe to approve the addition of the verbiage of Digital Wallet to our cash handling policy, supported by Bob Ellis. **Motion carried 5-0.**

**Check Register and Bank Statements ending May 31, 2020**

Everything looks good.

**Financial Reports ending May 31, 2020**

Treasurer Ellis reported that we had $218K at the end of May. We took in 35% of the budgeted revenue and have paid out 29% of the budgeted expenses. Therefore, we have a 6.5% surplus for the year. Director Church explained that we would probably see a plateau because of the decrease in sports.

**Aquatic Center Financial Report**

The School does not know if their Aquatic budget will be cut or not. They have contacted Director Church and asked if HAPRA would be interested in renting the pool. There would be a lot of insurance liability especially with lifeguards. Director guesses that there will no longer be an Aquatic Center. He is trying to find out how this will affect HAPRA. We are in a 3-year contract but can opt out at any time. Director will let us know what the School Board decides.

**Directors Report**

* Staff are reconfiguring programs from virtual to in person activities.
* Flip and Flop- 40 kids participated, 58 total including parents. They received goodie bags and donuts.
* Camp- Kevin reported that camp use to be 9 weeks long with 35 kids per week. This year they will have 7 weeks of camp with 15 kids per week, there is only 8 spaces open the entire 7 weeks. Staff has returned and are being trained for the new procedures. The Hive has a different look, all the upholstered furniture has been removed.
* Kristy has found a free App to register participants for the outdoor fitness program at the Aquatic Center. The first few classes will be free and then after that they will be a $5 fee per class paid on site.
* Drive in Movies at Genoa Township-There will be three movies this summer with a 30-car limit, the first one sold out in 2 days.
* There will be a reading trail at Genoa Township using Denise Brennan-Nelson’s new book and 4x4 cut out images from the book. Participants can read their way through the trail.
* Oceola Township will be having a fitness path.

**Old Business**

None

**New Business**

Sean Dunleavy reported that the old Oceola Center has been demolished and dirt has been moved. There will be no big ground breaking ceremony for the new building.

**Next Meeting**

The next regular meeting is scheduled for Tuesday, July 21, 2020 at 7 pm, this will be an in-person meeting. Since space is limited at Bennet Center, Tammy Beal will find out if the Marion Township Hall is available that night and report back to the Director.

Motion to adjourn at 7:43 pm by Diana Lowe, supported by Bob Ellis. **Motion carried 5-0.**

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Respectfully Submitted by: Tammy L. Beal, Secretary