

NORTHWEST OTTAWA RECREATION AUTHORITY

Grand Haven Area Public Schools

1415 Beechtree Street, Grand Haven, MI 49417
Phone: 616.850.5125 Fax: 616.850.5127 nora.ghaps.org

NORA ADVISORY BOARD MEETING MINUTES

Date: September 22, 2016 **Time:** 5:30 P.M. **Location:** 1415 Beechtree, Grand Haven

1. Call to order: Chairperson Craig Bessinger 5:30PM
2. Present: Mike Hutchins, Grand Haven Twp. Mary Jane Belter, Grand Haven Twp.
 Tracy Mulligan, Robinson Twp. Kathy Kuck, Robinson Twp.
 Mike Fritz, Grand Haven Vester Davis, Grand Haven
 Craig Bessinger, Ferrysburg
 Carl Treutler, GHAPS

Absent: Pat Twa, Ferrysburg

Also Present: Jill Vander Stel, NORA Coordinator
 Liza Dora, NORA Assistant
 Jackie Rowland, NORA Programmer

Board welcomed Jackie Rowland to the NORA Staff Team.

3. Approval of Meeting Agenda- Vander Stel recommended changing the word "Millage" to "Planning" in section 6.A. Motion by Belter, second by Kuck. Approved unanimously.
4. Approval of Consent Agenda- Bessinger requested removal of consent agenda to discuss yearend financials.
 - A. Approval of Board Meeting minutes of June 23, 2016 as printed. Motion by Mulligan, second by Hutchins. Approved unanimously.
 - B. Financial Reports-
 1. June 30, 2016 NORA Financial Report. Bessinger called for discussion of fund balance reductions. Vander Stel distributed and reviewed yearend deficit and 16/17 recovery explanation spread sheet.
 2. June 30, 2016 Activity Fund Balance Report
 3. August 31, 2016 NORA Financial Reports
 4. August 31, 2016 Activity Fund Balance Reports
 5. June 30, 2016 Chris Christiansen Financial Report

Motion by Fritz to approve financials after explanation, second by Treutler.
Approved unanimously.

5. Old Business
 - A. Rec Planning- Tabled
 - B. Property Update- Fritz stated 2 letters have been sent to property owner Bolger without response. Fritz and McGinnis will now try to connect with her son to make sure she gets the

information. Buikema told Fritz he is waiting to see how GH Twp. handles the property they acquired. Fritz also mentioned he met with Senator Arlan Meekhof & State Representative Amanda Price in regards to the 2 year limitation allowed to put a rec millage on the ballot. He stated that they formulated a Resolution to present that states - Levy of not more than 1 mil for not more than 10 years. Thereafter at any election. He would like to include a letter from NORA to accompany the resolution. Motion by Treutler to include letter from NORA, second by Mulligan. Approved unanimously. Belter suggested contacting other authorities in the state and have them also write letters to support the resolution.

C. YMCA Collaboration- Recreation & Healthy Living Focus Group Meetings Completed. Questionnaire to general public being prepared by Phil Balducci, president of PB&A Marketplace Research. Phone survey results are scheduled to be available for review on the 10/26/16. All focus groups will be asked to meet again to hear the survey results.

6. New Business

A. Review Rec Planning Expenses – Vander Stel reiterated the expenses for services over the past 3 years total \$17,518.75 and are depleting the fund balance. She noted that such services should be a shared expense by municipalities and NORA budget. Not just the NORA fund balance.

B. 16-17 Ski Club Proposed Budget – Vander Stel pointed out a \$5 increase in the registration fees, but Cannonsburg lift ticket fees are the same this year. She stated moving forward all NORA programs will see a small increase to help to improve the fund balance. Motion by Mulligan to approve. Hutchins seconded. Approved unanimously.

C. Discuss Arbiter Pay for Officials – Vander Stel explained new procedures in place for paying officials and also contracted coaches and instructors.

D. 16-17 Coordinator Goals – Vander Stel stated there were not a lot of changes with goals from last year. Still trying to meet with Rescorla before the next meeting.

E. Rec Summer School Update – Vander Stel stated approximately 160 kids registered with an average of 60 children per day in attendance at Ferry and 8-16 per day at the River Haven location. Projected roughly 40 registrations for River Haven site which included students from Robinson school, but only 25 registered. This was partly due to the timing of the United Way Investment Allocation Award Letters as we couldn't run that location without funding support. Rowland pointed out the impact we had on all of these students. Surveys showed how much kids liked the unique opportunities. Vander Stel mentioned the collaboration with Meet Up and Eat Up lunch program. Information for reporting to United Way and Come Out and Play Grant is being compiled.

7. Coordinators Report – Vander Stel stated that the Sluka field improvement project that was approved from the field user account (\$2,500 baseball & \$2,500 soccer) is complete and the grass is growing. She stated the Inline Hockey drop-in concept didn't work, so NORA will not be doing inline hockey any more. There is some equipment that we will need to sell. Special events coming up are Dad & Daughter Bowl, Moms & Sons Western Night Rodeo, and Kids in Candyland. Punt, Pass & Kick had a total of 43 participants, 8 total volunteers and only 2 GHHS football players. Winners announced during halftime of the home GHHS football game on Friday. Sectionals take place on October 9th in Holland and winners then compete at state during a Detroit Lions game.

8. Advisory Board Comments or Suggestions – Bessinger welcomed Vester Davis. Fritz stated Grand Haven has a proposal to place kayak racks for community use around the City of Grand Haven. Mulligan stated she liked that we would keep working with Grand Haven City to keep up Sluka Field. She stated the addition to Robinson Township Hall is coming along nicely.

9. Public Comments - none

10. Next Scheduled Meeting: November 17, 2016, 5:30 P.M. at the ESC.

11. Adjournment - 6:49pm

Prepared by: Liza Dora, NORA Assistant
Jill Vander Stel, NORA Coordinator

Approved Minutes Date: _____

NORA Board of Trustee Secretary Signature: _____