

GRAND HAVEN COMMUNITY CENTER

BOARD MINUTES

January 24, 2022

Attendance: R. Douglas VanOss, Maggie Bandstra, James Porenta, and C. Seise

Absent: Sandy Katt, Angela Sorensen

Meeting called to order at 5:00 pm by Porenta, Angela Sorensen listened in by phone.

VanOss motioned to approve December minutes, Sorenson 2nd the motion, all in favor.

COMMITTEE REPORTS:

FINANCE: VanOss summarized the continued work on the budget analysis and gaining a clearer understanding of government accounting. Staffing costs and benefits remain the most expensive line item for the operations of the Community Center because it includes staffing costs of DPW Maintenance and Cleaning Crews.

MARKETING: Seise reported that there has been a tremendous response to the marketing RFP. Bids are due 2/2/2022. Once staff has selected the top respondents to interview, it is likely that we will bring Angela in to help us evaluate proposals to bring to the board for a recommendation.

ARTS: Bandstra reported that the LVAC board is not able at this time to help in the committee work for the arts. Seise and Bandstra will continue to meet and brainstorm in order to have a fully programmed year for 2023.

ORGANIZATIONS: A meeting is scheduled for January 28, 2022 with the Grand Haven Community Foundation to discuss partnerships for the arts.

COMMUNITY: No additional meetings were held, Seise will continue to work on the key stakeholders list that will be asked to engage with the RFP process.

UNFINISHED BUSINESS

Facility maintenance is continuing.

Bids for the carpet RFP for the Mackinaw Ballroom are due February 9, 2022.

NEW BUSINESS

The board completed the SWOT analysis as requested by City Council. Seise will provide the results to the City Clerk.

The board discussed the marketing RFP and suggested that a request for \$25,000 be made for the marketing budget. It was also discussed that if the center will be having more events and potentially alcohol at events that cameras should be purchased for security purposes.

Board members also suggested reaching out to local furniture companies for donations of new furniture. This could be a great opportunity for in-kind donations for the re-branding and donor partnerships.

Porenta made a motion to adjourn the meeting, VanOss 2nd, all in favor. Meeting adjourned at 6:30 pm

The next scheduled board meeting is February 21, 2022 Committees will meet independently throughout the month and report to the board.