

NORTHWEST OTTAWA RECREATION AUTHORITY

1415 Beechtree Street, Grand Haven, MI 49417

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NORA ADVISORY BOARD MEETING MINUTES

Date: June 23, 2022 **Time:** 5:30 P.M. **Location.:** ESC Building (GHAPS)

1. Call to order: Chairperson – Taylor Schriber, GHAPS, called the meeting to order at 5:30 p.m.

2. Roll Call:

Present:

Ron Redick, Grand Haven Twp.
Ryan Cummings, Grand Haven
William Montgomery, Ferrysburg
Marc Eickholt, GHAPS

Mary Jane Belter, Grand Haven Twp.
Vacant - Grand Haven
Craig Bessinger, Ferrysburg
Taylor Schriber, GHAPS

Absent:

Frank Johnson – Robinson Twp
Rick Mikkelsen – Robinson Twp
Rebecca Hopp - At Large

Staff: Chris VanHekken, Jackie Rowland

3. Approval of Meeting Agenda

Motion to approve the agenda: Motion by Ryan Cummings, seconded by Ron Redick. Vote: 7-0

4. Kennari Consulting - Update from Kirstin Vandermolen

Discussed a donor event – meet with possible donors, discuss NORA, then ask for possible donations. There would be table hosts to guide discussions about NORA answer questions, etc. NORA board input: Discussing logistics – when, where, how many people, who are the table hosts, have the board members be a table host. Seating – 6 per table.

If you can't host – look at the list of host prospects to help

Events will need to be underwritten, identify sponsors – review the list; are you willing to help solicit sponsors to underwrite the cost. Kirstin commented that we could easily raise \$15,000 - \$20,000 that day.

We don't have a large number of donors now to achieve the financial income we want.

Discussed the format of the event. Belter suggested perhaps a short video highlighting kids activities since that is what we are stressing – enhancing and expanding activities for kids.

Considering the end of September, the first part of October.

Suggested doing one a year. Gave examples of other donor events like this.

5. Approval of Consent Agenda

Motion to approve the consent agenda: Motion by Belter, second by Montgomery. Vote: 7-0

A. Approval of Board Meeting Minutes of April 27, 2023 as printed – no changes, approved

B. Financial Reports: Chris reviewed the financial reports. There is a question regarding the Ottawa-Allegan County United Way. There has been a lot of staff turnover. This is the agency that we get the grant from for the summer recreation school. Latest is that they are to become a part of the Grand Rapids Area United Way. Chris had signed the letter for the grant request and at this point we would have received the funding for the recreation summer school. So the grant income coming in on time is essential to cover costs and equipment. The actual funding of the grant request has been reduced each year.

There are other grant requests that have been sent out, but have not heard from those yet.

1. May 2023 Financials

6. New Business

A. Spring/Summer programming updates – Programs/classes/camps

Chris reviewed spring offerings – busy spring, increased offerings. Large number of track participants, baseball did well. There are a number of kids going to track competition. Participants are along the shoreline Fennville to GH. Kids went to state competition for archery. Total of 23 different clubs/organizations participated.

Discussed future archery programs.

Pickle ball is popular, basketball clinics, tournaments, softball numbers are up, kickball numbers are up, beach volleyball is maxed out.

B. Rec Summer School - Updates One site at Lake Hills, going well. 86 in this session, 89 in the second session – starts after the 4th of July. 3rd session. Mini summer camps. Will be at Robinson and Pottawattomie Park. Many kids are coming via Harbor Transit. Most staff are returning staff, only 1 new staff member.

Added an app that the staff uses for communication with parents. It goes to parents as a text message as a means of communication.

App costs \$250 per month, well worth it. Great assurance for security purposes also. Chris has a grant request for funding for this with the GHACF.

Getting different kids for the sessions

C. Director Review – William Montgomery and Taylor Schriber

Taylor reported: they met on Monday this week. Great review, shared with Chris, will share with the board.

Goals: hire more interns, continue working with Kennari Consulting.

One thing not discussed was the salary. This was discussed at the last meeting. Staff will be getting raises. Need to address salary for Chris.

Taylor and William recommended: raise up to inflation – 7% and an additional 3% for a total of 10%.

Bessinger: motion to institute the 10% increase for FY 2023-2024, Eickholt seconded the motion. Vote: 7-0

D. Board officer appointments for 2023-24

Chair: Montgomery

Vice chair: Redick

Secretary: Belter

Treasurer: Johnson

With his new position as AD, Taylor will not be able to continue on the NORA board. Will need a new GHAPS representative.

Discussion if Frank Johnson would consider being treasurer

Motion by Redick to support the slate of candidates for the officer positions, Bessinger supported. Vote: 7-0

E. Board Meeting Schedule - 2023-24 - schedule accepted

7. Old Business

A. NORA next steps – Future planning - future discussions – millage

Develop our donor base and work that; how will that impact our budget, do we go for a future millage.

8. Public Comments - none

9. Advisory Board Comments

Cummings – thanked Taylor, Chris and Jackie

Redick – SHP dedication next week

Eickholt – praise for summer rec school – son is enrolled - and positive comments from others

Bessinger – thanked Taylor and NOIRA staff

Montgomery – thanked Taylor, NORA staff

Taylor – thanked NORA staff, appreciated serving on the board

10 . Next Scheduled Meeting – August 24, 2023

Adjourned at 7:00 p.m.

Mary Jane Belter
NORA Secretary

Aug 24, 2023
Date