

BOARD MEETING
February 10, 2017 -7:00 A.M.

CALL TO ORDER

APPROVAL OF MINUTES

APPROVAL OF BILLS

OLD BUSINESS

- 1. New Facility Update**
- 2. Grand Opening**

NEW BUSINESS

A. Joint Powers

B. Membership Report

- 1. December Membership Report**
- 2. Year- to-Date Membership Report**
- 3. Silver Sneaker Report**

C. Boys/Girls Club Report

D. Personnel/Finance Committee Report

- 1. Budget Update**
- 2. Budget Year-to-Date Update**

E. Program Revenue/Expense Report

F. Acknowledge Volunteers

G. Facility Report

H. Other Business

I. New Facility Policies

- 1. Relook at Family Membership Rate**
- 2. Approve Couple Membership Rate**
- 3. Bank Draft Fee**
- 4. New Brochure**
- 5. Birthday Party Rates**

J. Next Board Meeting

March 3, 2017

WATERTOWN COMMUNITY RECREATION CENTER
BOARD MEETING – December 2, 2016

PRESENT: Carrie Dylla, Gary Grewing, Darrel Stacy, Dr. Jon McAreavey, Tom Franken, Ash Griffin and John Small–Staff.

ABSENT: Mike Danforth, Mike Peterson, Brian Richter, and Scott Johnston

Carrie Dylla called the meeting to order.

Approval of Minutes: Gary Grewing made a motion to approve the November 2016 minutes, seconded by Ash Griffin. The motion carried.

Approval of Bills: Tom Franken made a motion to approve the November bills as printed and distributed, seconded by Dr. Jon McAreavey. The motion carried.

Old Business:

New Facility Update: The building is now totally enclosed. They need to put a layer of Diamond Bright on the pool and they hope to have it filled by the end of December. Gym floors are all installed and they look wonderful. The cabinets at the front desk, the towel drops, and the coffee areas are being installed. The lockers are on site but not yet installed. The crew is in the process of making some changes to the racquetball court ceilings. The sprinklers, vents, and lights hung down into the play area so they're rearranging. We've ordered Cybex machines, free weights, score boards, and the bids on the cardio machines will be discussed at the 12/5/16 City Council meeting. We're working with a company for drink machines, snack machines, and a coffee dispensing machine for the front desk/sitting area.

Optimist Volleyball Tournament: We had 30 teams, which is down about 8 teams from last year. The tournament profited about \$6,200.

New Business

Joint/Powers Committee: No Report.

Membership Report: For the month of October, the Rec Center had 23 new members join and 12 members drop. The current number of membership contracts is at 1,375, an increase of 6 contracts from this time last year. Total number of individual members of youth, teenagers, Vo Tech students, and adults is 5,183, an increase of 288 individuals from the previous year.

Silver Sneakers/Silver & Fit: John reported that for the month of October, Silver Sneakers and Silver & Fit brought in a total of \$3,664 with 171 people attending at least once this month between the two programs.

Boys/Girls Club Report: Dr. Jon reported that they've chosen an architect that worked on the new Club in Aberdeen. They are hoping to complete the bidding process for a Construction Manager at Risk by the end of this month. They hope to start the remodel by June or July.

Personnel/Finance Committee Report

August Update: October revenue was \$69,354. Expenses were \$75,514. There was a deficit of \$6,160 for the month of October.

Budget YTD 2016: Revenue \$761,731 with total expense of \$782,671. YTD, there is a deficit of \$20,940.

Program Revenue/Expense Report: John's Optimist Volleyball Tournament earned \$10,316 in revenue and had expenses of \$4,110, for a net profit of \$6,206.

Acknowledge of Volunteers: None.

Facility Report: Peak Software sent us their finger vein scanner, which is a different brand, to see if we had any better luck with that one. It seemed to work better for a few days but now it's having the same number of issues as the first one. They said they were going to reach out to the manufacturer to see if there were settings we could tweak or something. They never called back and we've tried calling them and haven't gotten a response.

Other Business: John and the staff have decided not to have the Health Fair in January 2017. We will resume hosting it in 2018 at the new facility.

New Facility Policies: The Personnel/Finance committee will work with John on new policies for the new facility, as well as updating some of our existing policies and will bring their recommendations to upcoming meetings. John and Jackie may travel to Fargo to look at two facilities there and check out their daycare rooms.

Next board meeting: Friday, January 6th, 2017.

With no further business the meeting was adjourned.

Respectfully submitted,

John Small, Rec Center Staff

Carrie Dylla

Date

John Small
Executive Director
Watertown Community Recreation Center
Phone: 605-882-6250

Old Business

New Facility Update

Opening date is March 20th

We did a walk through (Punched list last week)

Staff was trained on various areas of the building, (pool, mechanical, electrical, audio and sprinkler system)

Delivering of equipment will start next week

Fire Places are working

TV's are being installed

New Business

Membership Report

For the month of December the Rec Center had 33 new members join and 18 drop. The current number of membership contracts is at 1,393 vs 1,377 at this time last year. A surplus of 16 members over last year. 1% increase. Total number of individual members of youth, teenagers, Vo Tech students, and adults is 5,122 a decrease of 32 individuals from the previous year.

Silver Sneakers

Current Silver Sneakers enrollment for:

December of 2016 – 69

December of 2015 – 60

December of 2016 payment \$632

December of 2015 payment \$488

Silver & Fit

Current Silver & Fit enrollment for:

December of 2016 - 378

December of 2015 - 235

December of 2016 payment \$3,126

December of 2015 payment \$2,599

Total for August \$3,758

Program Revenue/Expense Report

Revenue

Expense

Profit/Loss

Acknowledge Of Volunteers

Budget For The Month Of December

Revenue for the month of December	\$59,784
Add \$3,250 from City subsidy	\$ 3,250
Add \$1,666 from School pool payment	\$ 1,666
Total true revenue for the month of December	\$64,700
Expense for the month of December	\$79,367
Add \$1,495 for insurance that was pre paid at the beginning of the year	\$ 1,495
Total true expense for the month of December	\$80,862
True revenue for the month of December	\$64,700
True expense for the month of December	\$80,862
December has a deficit of	(\$16,162)

Budget 2016 YTD

Revenue through the month of December	\$870,205
Add \$35,750 from City Subsidy through December	\$ 39,000
Total revenue through the month of December	\$909,205
Expense through the month of December	\$934,285
Total Expense through the month of December	\$934,205
True revenue through December	\$844,500
True expense through December	\$853,414
The budget for the year to date of 2016 has a deficit of	(\$25,080)
The budget for the year to date of 2015 has a deficit of	(\$6,543)