

BOARD MEETING
December 2, 2016 -7:00 A.M.

CALL TO ORDER

APPROVAL OF MINUTES

APPROVAL OF BILLS

OLD BUSINESS

1. **New Facility Update**
2. **Optimist Volleyball Tournament**

NEW BUSINESS

A. Joint Powers

B. Membership Report

1. **October 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

1. **Finger Vein Check In**

H. Other Business

1. **Health Fair for 2017**

I. New Facility Policies

J. Next Board Meeting

January 6, 2017

WATERTOWN COMMUNITY RECREATION CENTER
BOARD MEETING – November 4, 2016

PRESENT: Carrie Dylla, Gary Grewing, Darrel Stacy, Mike Peterson, Scott Johnston, Brian Richter, Dr. Jon McAreavey, Tom Franken, and John Small–Staff.

ABSENT: Mike Danforth & Ash Griffin

Carrie Dylla called the meeting to order.

Approval of Minutes: Gary Grewing made a motion to approve the October 2016 minutes, seconded by Tom Franken. The motion carried.

Approval of Bills: Mike Peterson made a motion to approve the October bills as printed and distributed, seconded by Gary Grewing. The motion carried.

Old Business:

New Facility Update: All the flooring in the gyms should be complete by Thanksgiving. Cabinets are being installed for the coffee area and behind the front desk. The pool is being painted as well as the ceiling in the pool area.

John and Dave have ordered new Cybex equipment and free weights to be delivered mid-January. These items were under \$50,000 so we did not have to go through the bid process. We will need to accept bids for the cardio equipment, which is being selected now.

John and Mike D. are looking into multiple options in town for furniture and the electronics in the building. Also working with multiple companies to get their input and quotes for what we'll require for cleaning supplies and equipment. We anticipate the construction managers will turn the building over to us at the end of January.

New Business

Joint/Powers Committee: No Report.

Membership Report: For the month of September, the Rec Center had 23 new members join and 9 members drop. The current number of membership contracts is at 1,364, an increase of 1 contract from this time last year. Total number of individual members of youth, teenagers, Vo Tech students, and adults is 5,149, an increase of 255 individuals from the previous year.

Silver Sneakers/Silver & Fit: John reported that for the month of September, Silver Sneakers and Silver & Fit brought in a total of \$3,619 with 147 people attending at least once this month between the two programs.

Boys/Girls Club Report: Dr. Jon reported that they are getting a new architect for their future building. He has been a board member for the Aberdeen Club and designed the new facility there, so the Club is very excited. They are also wrapping up their capital campaign.

Personnel/Finance Committee Report

August Update: August revenue was \$91,811. Expenses were \$78,186. There was a surplus of \$13,695 for the month of August.

Budget YTD 2016: Revenue \$692,376 with total expense of \$707,157. YTD, there is a deficit of \$14,781.

Program Revenue/Expense Report: Anne's Fall Boot Camp profited \$2,260.

Acknowledge of Volunteers: Bob Werner, Jeff Kosier, Jill Lenards, Randy Rackness, Blake Holden, Niff Jeffiry, Mitchel Lloyds, Maryen Stacy, Gordy Osthus, Lynn Osthus, Heather Block, Eileen Kramer, Issie Stroup, Allison Davis, and Annie Norberg.

Facility Report: We thought we had our issues with the new finger vein scanner resolved but we're having issues again. Our suspicion is that cold weather causes people's veins to constrict, but it's going to get significantly colder than it is now. Peak software is going to send us their finger vein scanner to see if that helps and also reach out to the manufacturer to see if they have any remedies. It could be that we just have a bad unit or that the settings are set very strict on it, which could potentially be adjusted.

Other Business: The 15th Annual Optimist Volleyball Tournament will be held today and tomorrow, November 4th and 5th. We have 30 teams registered.

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, December 2nd, 2016.

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

- Building is totaling in closed
- Water slide and stairs are completed
- Gym floors are completed and they look beautiful
- Cabinets are being installed
- Locker Room lockers are on site
- Sauna and steam rooms are completed
- Floor tiling is almost completed
- Track is completed
- Racquetball courts are completed except for the back glass wall
- Working on the whole facility sound system
- Commercial Washer and Dryer are installed
- Pool painting is completed
- Equipment that is ordered -
 - Cybex Machines
 - Free Weights
 - Cardio Machines (Bid opening is on Thursday)
 - Score Boards
- Equipment that we need to order yet
 - Cleaning Equipment
 - Group Fitness Equipment
 - Aquatic Equipment
 - TV's
 - Day Care Room
 - Office and Lounge Furniture
- Ceiling grid work is completed

Optimist Volleyball Tournament

New Business

Membership Report

For the month of October the Rec Center had 23 new members join and 12 drop. The current number of membership contracts is at 1,375 vs 1,369 at this time last year. A surplus of 6 members over last year. Total number of individual members of youth, teenagers, Vo Tech students, and adults is 4,983 and increase of 88 individuals from the previous year.

Silver Sneakers

Current Silver Sneakers enrollment for:
October of 2016 – 72
October of 2015 – 61
October of 2016 payment \$628
October of 2015 payment \$590

Silver & Fit

Current Silver & Fit enrollment for:
October of 2016 - 345
October of 2015 - 236
October of 2016 payment \$3,036
October of 2015 payment \$2,655

Total for August \$3,664

Program Revenue/Expense Report

	Revenue	Expense	Profit/Loss
Optimist Volleyball Tournament	\$10,316	\$4,110	\$6,206

Acknowledge Of Volunteers

Finger Vein Check in System

Sportsmen's sent us a different finger vein scanner, (it doesn't work much better), they also sent us a key pad which will hook up this week and try that system.

Health Fair

Our annual health fair is scheduled to be the first week of January. I feel with what is going on in January with getting ready to move into the new building, I am recommending that we put it off for a year. There will be just too much going on.

Budget For The Month Of October

Revenue for the month of October	\$64,438
Add \$3,250 from City subsidy	\$ 3,250
Add \$1,666 from School pool payment	\$ 1,666

Total true revenue for the month of October	\$69,354
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Expense for the month of October	\$74,019
Add \$1,495 for insurance that was pre paid at the beginning of the year	\$ 1,495

Total true expense for the month of October	\$75,514
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True revenue for the month of October	\$91,881
True expense for the month of October	\$78,186

October has a deficit of	(6,160)
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Budget 2016 YTD

Revenue through the month of October	\$722,567
Add \$32,500 from City Subsidy through October	\$ 62,500
Add \$6,664 from for pool payment	\$ 6,664

Total revenue through the month of October	\$761,731
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Expense through the month of October	\$785,665
Subtract \$5,980 from 4 months of pre payment of insurance	\$ 5,980

Total Expense through the month of October	\$779,685
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True revenue through October	\$761,731
True expense through October	\$779,685

The budget for the year to date of 2016 has a deficit of	(\$17,954)
The budget for the year to date of 2015 has a deficit of	(\$1,952)