

## **NORA ADVISORY BOARD MEETING minutes**

**Date:** June 20, 2024

**Time:** 5:30 P.M.

**Location.:** ESC Building (GHAPS)

**CALL TO ORDER:** Chairperson – William Montgomery, Ferrysburg: the meeting was called to order at 5:30 p.m.

### **Roll Call.**

Present:

Mary Jane Belter, GH Twp

Howard Behm, GH Twp

Frank Johnson, Robinson Twp.

Rick Mikkelsen, Robinson Twp

Lyndsey Huisman, Grand Haven

William Montgomery, Ferrysburg

Craig Bessinger, Ferrysburg

Marc Eickholt, GHAPS

Sarah Elliott, GHAPS: arrived at 6 p.m.

Rebecca Hopp, At Large

Absent:

Ryan Cummings, Grand Haven

**INTRODUCTION OF NEW BOARD MEMBERS:** Howard Behm & Lyndsey Huisman

Ryan Cummings has resigned his position from the GH City Council so there is a vacancy for the elected official from the City of Grand Haven.

**APPROVAL OF MEETING AGENDA:** *motion by Hopp, second by Mikkelsen, to approve the agenda. Vote:9-0*

**APPROVAL OF CONSENT AGENDA:** *motion by Eickholt, second by Hopp, to approve the consent agenda. Vote: 9-0*

Consent agenda items:

Approval of Board Meeting Minutes of April 25, 2024, as printed.

Financial Reports:

May 2024 Financials – Revenue & Expense Sheet

### **NEW BUSINESS:**

#### **Summer Program Updates**

Update on the current programs; the summer rec program

#### **Rec Summer School Updates**

Collaboration with GHAPS, Outdoor Discovery Center and NORA

95 students signed up.

Jackie Rowland explained the use of Harbor Transit, the process for kids taking the transit, tracking kids for pickup and drop-off for home. The app is used by staff and parents.

Sarah Elliott arranged, via a grant, for school bus transportation for the kids that are part of her program.

VanHekken reported that NORA did get a grant for \$4100 from United Way, with receipt in July.

**Director Review:** William Montgomery, Craig Bessinger:

NORA Chair William Montgomery discussed the evaluation.

A suggestion was to develop of an on-going eval, tracking program implementations and completions. Montgomery commented on VanHekken's creativity, development of programs, development of fund raisers. He discussed with the director the utilization of the board for any assistance, connections.

Reeca Hopp: positive comments about the development of the fund raiser

***Motion to accept the performance eval: Motion by Hopp, second by Bessinger. Vote: 9-0***

Pay raise and salary: VanHekken was asked what was done for staff this year. He is still working on this. There is a need to increase Bailey's salary. Incremental raises of 3% have been done in the past. Will increase Bailey a bit more than the usual 3%. He has talked to other directors of rec programs to get an idea of the salary. Could be more like a 5 or 6% raise.

The question was raised as to what kind of cushion is there in the budget for salaries.

\$15,000 in the budget to handle the salary increases.

Montgomery commented that our director is behind other rec program directors in salary.

***Director's salary: Motion by Bessinger, second by Hopp, to put the NORA director's salary at \$72,500. Vote: 9-0***

**Robinson Township update: Board vote to accept agreement.**

Frank Johnson discussed the severance agreement with NORA. The twp. board was in agreement. They will continue to contribute their yearly allocation as established in the funding formula so that the residents of Robinson can continue with NORA at the resident fee.

The severance is affective July 1, 2025

The first time available for NORA then for a millage vote will be August 2026

NORA's Articles will need to be amended.

Elliott arrived at 6 p.m.

***Motion by Eickholt, second by Hopp, to accept and agree to the severance agreement with Robinson township. Vote: 10-0***

An at large position for a citizen of Robinson Twp will be created on the NORA board beginning July 1, 2025.

**Election of NORA officers: 2024-25 term (Chair, Vice Chair, Secretary & Treasurer)**

***Motion by Eickholt, second by Bessinger, to establish the NORA officers for FY 2024-2025:***

***Chair: Montgomery***

***Vice Chair: Hopp***

***Sec: Belter***

***Treasurer: Johnson***

***Vote: 10-0***

**Approval of 2024-25 NORA board meeting dates**

***Motion by Belter, second by Mikkelsen, to set the FY 2024-2025 NORA Board meeting dates as circulated in the memo to the board. Vote: 10-0***

**OLD BUSINESS:**

**Whitecaps event – Sunday, June 23:**

About 70 tickets sold

**July 16 – NORA Fundraiser update:**

Email sent out with the letter, donation form.

Link to buy tickets. VanHekken and Hopp have met several times regarding the silent auction.

Hopp: a spread sheet with info on donors has been development, it will be sent to board members to assist in their solicitation of donations.

***Motion by Belter, second by Bessinger, to apply to the state licensing board for a raffle license for a 50/50 raffle. Vote: 10-0***

The City of Grand Haven will also need to approve this.

Montgomery will sign the necessary forms.

**United Way – Grant update:**

An email was received that NORA was awarded a \$4100 grant.

**Staff comments:**

Jackie Rowland discussed the Tuesday night downtown kids' activities. The events have been very popular, drawing a large number of families and kids. There has been positive feedback from the GH City Council and the DDA

**Public Comments:** none

**Advisory Board Comments:**

Elliott commented on the value of the rec summer school, the collaboration between the outdoor discover Center, NORA and GHAPS. The program is very beneficial to her students and parents.

VanHekken commented on Sarah Elliott's work to obtain a grant to assist with GHAPS bussing for those summer school kids that cannot utilize Harbor Transit.

**Next Scheduled Meeting – August 22, 2024**

**Adjournment:** the meeting was adjourned at 6:50 p.m.

Mjbelter, NORA Board secretary

Mary Jane Belter  
NORA Secretary

October 24, 2024  
Date