

NORA ADVISORY BOARD MEETING AGENDA

Date: April 24, 2025 **Time:** 5:30 P.M. **Location.:** ESC Building (GHAPS)

1. Call to order: Chairperson, William Montgomery, called the meeting to order at 5:30 p.m.

2. Roll Call.

Present:

Mary Jane Belter, GH Twp
Rick Mikkelsen, Robinson Twp
Karen Lowe, Grand Haven
William Montgomery, Ferrysburg
Craig Bessinger, Ferrysburg
Marc Eickholt, GHAPS
Sarah Elliott, GHAPS
Rebecca Hopp, At Large member

Absent:

Howard Behm, GH Twp
Adam MacMillan, Robinson Twp
Lyndsey Huisman, Grand Haven

Staff: Chris VanHekken, NORA Director

Also present: Emily Greene, City of Grand Haven, contracted financial services

3. Approval of Meeting Agenda:

Motion to approve the agenda: Motion by Hopp, second by Bessinger. Vote:8-0

4. Approval of Consent Agenda

Motion to approve the consent agenda: Motion by Eickholt , second by Hopp . Vote: 8-0

A. Approval of Board Meeting Minutes of February 20, 2025 as printed.

B. Financial Reports:

2025-2026 budget

VanHekken and Greene discussed the budget for 2025-2026.

Program fees are up and player fees are up, large amount due to the popularity of pickleball

Everything looks good on the revenue side

Wages are down a bit from last year because of the previous accounting error.

Health insurance and wages will increase

Part time wages will be down a bit with school getting out later – week less of summer parttime

Of note is the \$6000 increase in the GH City administration fees

Discussed the city admin fee increase, meeting with assistant city of manager with NORA doing more scheduling, there would be a scheduling fee that NORA would charge and the city would pass that along to the field users. That would be a separate line item and will work with the new software.

City admin fee is \$5904 more because, in part, the city has added additional staff.

Eickholt would like to see the breakdown of the city admin fees, how they are charged.

And do a comparison of city administration fees from previous years.

Greene will send the information to VanHekken which will then be forwarded to the board.

Greene worked with VanHekken on the funding formula.

The funding formula was reviewed and how the governmental unit allocations are determined. Montgomery raised the question of the resident fees and non-resident fees and if the fees were adequate.

The resident vs non-resident fees were looked at last year.

VanHekken will review the fees and an adjustment could be made after July 1

5. New Business

A. Spring/Summer Planning & Updates

Outdoor rec programs are being 'launched'

Two teams going to state archery competition – high school and elementary

The mountain biking – working with a group that provides the bikes

Adult leagues – just starting softball, 25 teams, pickleball in mid-May, volleyball in June

Pickleball is full. Will have a class with lessons at shp.

Middle school sports are busy

B. Chris Christian Scholarship Distribution

The current distribution is \$1429.

Motion to accept and authorize the disbursement from the fund at the GHACF to NORA.

Motion by Belter, second by Hopp. Vote: 8-0

C. Team Sideline/RecPro Update

Another meeting is scheduled for Monday.

The new software will provide more flexibility with controlling the website, more info on the website.

For payments, there will now be a percentage for credit card fees rather than a flat fee. That will help in correcting the deficit incurred with credit card payments.

The goal is July 1 to start, having it launch all of the fall programs.

D. NORA Summer Fundraiser – July 15, 2025

Planning meetings have been held with the Unicorn staff who shared some organizational ideas. The ticket price will change from \$25 to \$35, which will include 1 drink ticket. Separate stations will be set up to avoid the congestion with beverage orders experienced last year.

Most of the drinks are within the \$5 to \$7 range so this will give a slight cushion towards expenses.

Our cost/bill from the Unicorn last year was \$1000, thanks to the Unicorn.

The goal for the silent auction for this year is to have donations, if possible, committed by June 15.

VanHekken distributed a letter for solicitation. Board members are to send any additions and corrections to Chris by April 30. The letter will go to last year's donors and team sponsors and then go from there.

E. Directors review

Montgomery will work on the review with VanHekken. Any other board members that want to be part of the process should contact Montgomery.

6. Old Business

A. NORA Board updates: Robinson township will have at large positions on the Board. Mikkelsen has one more meeting remaining in his term. He does not know if he will be reappointed. The NORA Articles will need to be re-drafted. Hopp will need to reapply for her position. Belter will need to have a new appointment by GHT starting July 1, 2025.

B. United Way updates: the grant paperwork is in, told we will get the amount as before.

Rec summer school is about 40% full.

Staffing is in place.

The Outdoor Discovery Center will have activities at Robinson, Rosy Mound, Peach Plains and Lake Hills (site of the rec summer school).

7. Public Comments - none

8. Advisory Board Comments

Sara Elliot gave an overview of issues facing her program.

The funding for the homeless isn't too clear.

The number for GHAPS is almost 300 kids.

There was a homeless activity fund, however, while costs have increased, funding has not.

A lot of students have moved outside the district to find any available housing. However, once enrolled, they can remain as GHAPS students and by law the district must provide transportation which, due to transportation issues, includes gas cards for parents. That funding is coming from the activity fund. One issue for families that depend on year round campgrounds, none are close.

There is an increased number of at-risk families that are needing help.

Rebecca Hopp: Our students (Tech Center) are working on two separate community service projects; Gateway Mission and Kids Food Basket. The postcards that I referenced last night are associated with Gateway Mission. The postcards will be distributed to Ottawa Co residents.

Marc Eickhoff: The GH Rotary is planning a large centennial project.

He extended a thank you to Mikkelson for his work on the NORA board.

9 . Next Scheduled Meeting – June 26, 2025

10. Adjournment : *Motion to adjourn. Motion by Hopp, second by Mikkelson. Vote: 8-0.*

The meeting was adjourned at 7:12 p.m.

NORA Secretary

Date