

*Madison Community Center
Governing Board Minutes
Thursday, April 16, 2020 @ 7:00 AM
ZOOM Conference Call*

Call to Order: Danny Frisby-Griffin called the meeting to order at 7:07am via Zoom conference call.

Members Present: Danny Frisby-Griffin, Josh Anderson, Laura Boecker, Jeff Dittman, Sara Hare, James Jacobsen, Brian Keller, Jennie Thompson.

Members Absent: Katherine Gunderson

Ex-Officio Present: Mike Waldner

Staff Present: Nick Hansen, Laurie Bunker

1. **Approval of the April 16, 2020 board meeting agenda:** Agenda was presented. Motion to approve was made by Jennie Thompson and seconded by Sara Hare. Motion carried.
2. **Approval of the March 14, 2020 board meeting minutes:** The meeting minutes were presented. Motion was made to approve by Laura Boecker and seconded by Jim Jacobsen. Motion carried.
3. **Committee Reports:**
 - a. **Budget:** None
 - b. **Membership / Marketing:** Discussion of running a monthly special has been tabled until the community center is back to normal operations and local and state restrictions have been lifted.
 - c. **Facilities:** None
4. **Department reports:** Acknowledged as presented in the board packet.
 - a. **Director:** Included in board packet
 - b. **Fitness Coordinator:** Included in board packet
 - c. **Group Trainer Coordinator:** Included in board packet
 - d. **Aquatic Coordinator:** Included in board packet
 - e. **Youth Activities Coordinator:** The youth coordinator report is a new and continuing addition to the department reports organized and included in the board packet.

Old Business

5. **Update: Fire alarm system replacement schedule: April or May instead of June?:** The fire alarm system replacement schedule is unable to be moved sooner-during the current MCC closure-and will remain on track for the month of June. Nick will include any related updates within the director report going forward.
6. **Discussion and decision: Change/New Policy 308 Child Left Behind:** After talking with other facilities on the use of a policy; the decision was made to treat any child left behind after closing on a case by case scenario that will be handled by the director and/or staff. A checklist and procedure will be organized and available to staff should the situation arise.
7. **Update and discussion: DSU and City of Madison security camera system management:** If there should be an incident that either the City of Madison or DSU would need camera access the time frame of the incident will then be copied on USB and given. Unless there is further issue or concern the Madison Community Center will continue with the current plan described.

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8. **Discussion: Organizational chart aquatic and recreation job position ads:** Advertising for both positions are currently on hold until there is further direction with the restrictions related to COVID-19.
9. **Discussion: “Roamers” policy:** A first reading of the policy was shared with members of the governing board present on the Zoom meeting. The first draft will be submitted to all board members via e mail with discussion at the May 21st meeting.
10. **Discussion and decision: National/State/Local Emergency Declaration Support and Action plan/community support and reopening Madison Community Center Decision (power point):** A presentation was given to the governing board on behalf of the community center’s director, assistant director, and department coordinators regarding the reopening of the Madison Community Center. Presentation included attendance reporting before and during restrictions in place as well as an action plan on maintaining the current CDC, state, and local restrictions and guidelines going forward. Commissioner Mike Waldner raised the concern that the facility may be considered a state building and then would have to follow the closures in place by Governor Noem. Motion was made - pending determination of the state building status - to move forward with a possible reopening on April 27, 2020 with an age limitation of 17 and above, members only, and no more than 10 members in the establishment at a time. Motion carried with a vote of 4-yes and 2-no to present the request to the 4 person board for final approval. The Madison Community Center staff will further work on the process of how to implement, control, and monitor the restrictions established.

New Business

11. **Acknowledge: March 2020 revenue and expense reports:** The March 2020 revenue and expense report was presented and acknowledged by board. A reminder was given to the board that the revenue and expense reports included in the monthly board packed are a draft and cannot be interpreted as the official month report.
12. **Update: Mad Man Triathlon and Senior Games:** Both the Senior Games and the Mad Man Triathlon will be postponed at this time with the hope of being able to move forward at a later date and avoid having to cancel both events. Any further follow up will be included in the monthly director report.
13. **Discussion and decision: Summer program using the CC:** The summer program would like to move the program to the community center and discontinue sharing time between the school and community center locations. With the current CDC, state, and local guidelines in place this is not an ideal time to transition the program to the Madison Community Center.
14. **Discussion: Youth Service Coordinator taking on Summer program in future(?):** Director Nick Hansen is currently in the process of working with the summer program’s board of directors to operate the program through the community center under the operation of the Youth Service Coordinator. While it may not be feasible to make these large adjustments for the upcoming summer, this is an area of opportunity for the 2020-2021 school year. Nick will further update the board members as the process moves forward.
15. **Discussion and decision: Madison Aquatic Center Summer activities:** Assistant Director Laurie Bunker has been offering any guidance needed to both the Madison Parks and Recreation board and city commission regarding the Madison Aquatic Center and any possible activities for the summer. Pending the final decision on the Madison Aquatic Center summer activities the board will revisit at that time.
16. **Discussion and decision: Pool sandblasting:** With the current closure of the Madison Community Center it was discussed if it would be an ideal time to sandblast the pool and paint. Two estimates have been given on the sandblasting project. With the understanding that this project will need to be done at some point in the near future, the decision was made to stay with current maintenance procedures due to the lost revenue and future lost revenue related to COVID-19.

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17. **Thank you: Katherine Gunderson last board meeting:** Katherine was unable to attend the meeting today, however sent an e mail thanking everyone for the honor and privilege to serve with them on the board. The board would like to thank Katherine for her time and service and wishes her the best of luck with her future endeavors!

18. **Public comments per resolution No. 2018-11:** None

Adjourn: Meeting adjourned at 8:51am

Next scheduled board meeting is May 21, 2020 @ 7:00 am.