

***Madison Community  
Center Advisory  
Committee***

*Wednesday, March 15, 2023 @7:00 AM  
The Madison Community Center or ZOOM  
500 NE 11th St, Madison, SD 57042*

Members Present: Tyler Steele, Sara Hare, Jennifer Hasleton, Jena Martin, Brooke Rollag, Nick Bird, Mike McGillivray. Members absent Eric Anderson, Rachel Fricke.

City of Madison Present: Roy Lindsay

Staff Present: Amy Sad, Kaylee Winrow, Aly Black, Gene Wockenfuss

Tyler Steele called the meeting to order at 7:03 am.

Jena Martin motioned to approve the March 15, 2023 agenda. Seconded by Sara Hare. Motion passed unanimously.

Sara Hare motioned to approve meeting minutes for February 15, 2023. Seconded by Jena Martin. Motion passes unanimously.

**Committee Reports:** Aly-life floor maintenance concerns. Pete from Life Floor completed some tests, needs 4-5 deep cleans to fix. Hillyard offered a pad to use on machine, still does not get into the grooves of floor to clean. Staff will begin a nightly cleaning to remove daily dirt. Possible future purchase of a \$3,500 scrubbing machine. Orbital walk behind.

**Facility Committee:** Discussed growing Rec program, create proposal to use other entities. Space is limited with usage of both gyms at the CC. Mike-Park Board said Armory can rent space for Rec activities. Next year 2-3 days a week Rec programs can use Armory.

**Policy Committee (NEW)** Tyler Steele, Jennifer Hasleton, Open Spot, Gene, Amy S. – To read through current policies and make needed changes.

**Department reports included in packet or noted.**

**Quarterly Newsletter-** Better communication to members. Email, post on website, available at CC. Spring brochure- delayed, may become a cross between spring and summer. Post to social media, Brooke recommended the paper.

**Old Business**

**Texting Communication to Members:** Tested, ready to implement. Notification of brochures, closure, Holiday hours, special events, when sign ups begin ie. swim lessons, kids rec. Price is per text/person. Different text options for different activities.

**Corporate Sponsorship** – Update. Gene-Currently five commitments, six would be preferred. Paint wall first, samples being placed on wall today. Project is moving forward.

**Six-Month Membership:** Discuss options. Proposed Fee. (Follow-up information/Comparative Data Report) Gene-Month to month works well rather than a six-month option. Motion to take off agenda by Mike McGillivray, Seconded by Nick Bird. Motion passed unanimously.

**Front Desk Relocation -** Discussion. Special Funding Request/Possible Grant – Governing Board. Safety concerns, very vulnerable in current situation (active threat). Moving front desk up closer to door may be helpful to be prepared for any possible threats. Decisions will be made under the facility committee. Have professional services come in to design and quote, give advice. Ideas regarding school after school care different drop off. Sara – Corey keep up to date providing this is a state building.

**Roamer Policy / Other CC area age policies.** Further Discussion - Policy Committee review generate proposal. Defer to policy committee for now.

**DSU Construction / Parking** – March 10<sup>th</sup> construction meeting held. Parking status quo until 2024. Current issues. Snow pile concerns with view. Parking available on south side of 11<sup>th</sup>. Create more formal spots along the grass. Handicapped and Senior parking. Encourage no overnight parking, maybe have a sign, discuss with Corey at DSU.

### **New Business**

**Revenue / Expense Reports** – 2023 January/February (Attachment) Amy-note first numbers coming from CSI to CA, some items not transferring over. Premium memberships have to be changed out, goal is to transfer these in order to view premium memberships to fitness, to see the revenue from premium memberships. Some numbers are still missing. Fiscal year is calendar, to match the City. Brooke asked for break-even numbers, Amy-used these numbers to create budget.

**Staffing:** (April Lund Resignation) Restructure this position Gene-Thank you to April and all her service to the Center. Keep Rec Coordinator position posted, new position will oversee group glasses, be under Derek Lund they will also do personal training, sports enhancement target middle school age. Special events to be dispersed amongst all FT employees. Looking at creating a more FT front desk position, hours are unclear. Opening and closing shifts will be filled with work study, members appreciate consistency. Motion to recommend new FT position made by Brooke Rollag, Seconded by Mike McGillivray. Motion passed unanimously.

**Proposed Childcare Center Update** –Brooke Rolag- Daycare initiative and the needs of a facility in the area. Exhausted 17 different locations of possibility. T ball diamond will become location of new facility. In order to attract partnership, need a facility. One source of revenue-families. Concerns with competing with afterschool program. Future collaborations needed to ensure success of both programs. CC did not have enough sq. to be considered as a location. Current feasibility studies show Infants and toddlers hemorrhage 80 percent, most revenue goes towards staffing 1-5 ratio limits. Only 20 percent of kids to be under 4 ratio. Centers are required to be licensed. Motion to table discussion until next meeting made by Tyler Steele Seconded by Nick Bird. Motion passed unanimously.

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

Motion to adjourn by Mike McGillivray Seconded by Jena Martin. Meeting adjourned at 8:26 am.

**Next scheduled board meeting April 19, 2023 @ 7:00 am**

