

Madison Community Center
Governing Board Minutes
Monday, January 20, 2022 @ 6:30 AM
The Madison Community Center or ZOOM
500 NE 11th St, Madison, SD 57042

Call to Order: Danny Frisby-Griffin called the meeting to order at 6:35am in the Community Center Meeting Room and via ZOOM/conference call.

Members Present: Danny Frisby-Griffin, Josh Anderson, Michelle Corey, Sara Hare, Mike McGillivray, Brian Keller, Tyler Steele, Jennie Thompson.

Members Absent: Jena Martin

Ex-Officio Present:

City of Madison Present: Jameson Berreth, Sonya Wilt

Staff Present: Gene Wockenfuss, Kaylee Winrow

1. **Approval of the January 20, 2022 board meeting agenda:** Agenda was presented. Motion was made to approve by Jennie Thompson and seconded by Sara Hare. Motion carried.
2. **Approval of the December 16, 2021 board meeting minutes:** The meeting minutes were presented. Motion to approve was made by Jennie Thompson and seconded by Brian Keller. Motion carried.
3. **Approval of the January 3, 2022 special board meeting minutes:** The meeting minutes for the additional board meeting held January 3rd were presented. Motion was made to approve by Jennie Thompson and seconded by Tyler Steele. Motion carried.
4. **Welcome new MCC Governing Board Members:** the governing board would like to welcome new members Mike and Jena!
5. **Welcome new MCC Executive Director:** Welcome, Director Gene Wockenfuss, to the Madison Community Center. The governing board looks forward to working with you!
6. **New officer elections and committee determinations: Elections in accordance with MCC Policy104:** Motion to approve the elected officers and committee members for 2022 was made by Jennie Thompson and seconded by Michelle Corey. Motion carried.
The 2022 officers and committee members are:
 - a. **President:** Danny Frisby-Griffin
 - b. **Vice President:** Michelle Corey
 - c. **Secretary/Treasurer:** Sara Hare
 - d. **At-large Exec Committee Member:** Josh Anderson
 - e. **Budget Committee:** Danny Frisby-Griffin, Michelle Corey, Sara Hare, Tyler Steele
 - f. **Membership/Marketing Committee:** Michelle Corey, Jena Martin, Tyler Steele, Jennie Thompson
 - g. **Facilities Committee:** Josh Anderson, Mike McGillivray, Brian Keller

Our mission is to serve the health, wellness, recreational and social needs of Dakota State University, City of Madison and the surrounding area.

7. **Committee Reports:**
 - a. **Executive:** None
 - b. **Budget:** None
 - c. **Membership / Marketing – CSI:** None
 - d. **Facilities:** None

8. **Department reports:** The department reports were acknowledged as presented.
 - a. **Director:** Included in board packet
 - b. **Fitness Coordinator:** Included in board packet
 - c. **Group Trainer Coordinator:** Included in board packet
 - d. **Recreation/Intramural Coordinator:** Included in board packet with group fitness
 - e. **Aquatic/MAC Coordinator:** Unavailable
 - f. **Youth Activities Coordinator:** Included in board packet

Old Business

9. **Update: Aquatics Area:** Corey has brought Gene up to speed on the current schedule/phases taking place in the aquatics area. No project delays as of yet and moving on schedule.

10. **Discussion and decision: Membership Discounts: Currently CSI allows for multiple discounts to be applied to a membership. Example: A 15% corporate discount and 20% out of town discount can be combined to give a 35% membership discount. Report on total memberships impacted required. Decision will be needed on whether we only accept 1 discount per membership and what happens to current members this impacts:** For members who have multiple discounts applied to their current membership, recommendation is, starting in 2023, members will have the option of which discount will be applied to their membership. Only one discount per membership. Notifications would be given in the current year for the upcoming change for their next renewal. Gene will bring to the board in February the number of members impacted and the process of notification.

11. **Update/Status: Training for staff on upcoming change for locker room renewal to move to everyone's dues needing to be paid on January 1: Was the training completed and the process working? Locker Rental Audit:** Finalizing notification cards with renewal fee to be sent out this month.

12. **Update and decision: approve final changes to Professional Training, Certifications and Ethics Clause annual requirement:** Gene would like to become more familiar with the current requirements and the suggested changes before final board approval. Will table until next meeting.

New Business

13. **Discussion and Acknowledge: December 2021 revenue and expense reports:** Due to year end the revenue and expense report were unavailable to be included in the board packet. Sonya provided the update via email to the board.

14. **Discussion: social media: Website, Facebook, Twitter, Snap Chat, Instagram, Madison Chamber App:** This is a large area for improvement! As Gene works with building job descriptions for the open positions, social media responsibilities may be considered. Once a starting point has been established further discussion will be needed in this area.

15. **Discussion: computer equipment and copier contract update:** Table until next month.

16. **Discussion and decision: Aquatic/MAC position and relationship with MCC and City:** On hold while the city finalizes the maintenance position and planning for the Madison Aquatics Center. Will revisit at the February 16 board meeting.
17. **Discussion: MCC open positions, specific job descriptions and organizational structure:** Gene will meet with the executive committee prior to the February board meeting with his recommended organizational chart, the financial impact and job duties. Discussion and possible decision for the February 16 governing board meeting.
18. **Discussion and decision: New day and time for monthly meeting:** Motion to keep the monthly board meeting on the third week of the month with changing to Wednesdays at 7:00am was made by Josh Anderson and seconded by Jennie Thompson. Motion carried.
19. **Discussion on tasks, obstacles and help requested (things that may be being missed):** None
20. **Public comments per resolution No. 2018-11:** None
21. **Executive Session: SDCL 1-25-2(1) (as required):** None
22. **Executive Session action (as required):** None

Adjourn: Meeting adjourned at 7:51am.

Next scheduled board meeting is February 16, 2022 @ 7:00 AM