

NORTHWEST OTTAWA RECREATION AUTHORITY

1415 Beechtree Street, Grand Haven, MI 49417
Phone: 616.850.5125 www.norarec.org

NORA ADVISORY BOARD MEETING AGENDA

Date: June 6, 2019 Time: 5:30 P.M. Location: 1415 Beechtree, Grand Haven

1. Call to order: Chairperson Craig Bessinger
2. Roll Call. Ron Redick, Grand Haven Twp. Mary Jane Belter, Grand Haven Twp.
 Kathy Kuck, Robinson Twp. Eric Hayward, Robinson Twp.
 Geri McCaleb, Grand Haven Taylor Schriber, Grand Haven
 Scott Blease, Ferrysburg Craig Bessinger, Ferrysburg
 Chris Streng, GHAPS
3. Approval of Meeting Agenda
4. Approval of Consent Agenda
 - A. Approval of Board Meeting Minutes of March 28, 2019 as printed.
 - B. Financial Reports
 1. April 30, 2019 NORA Financial Report
 2. April 30, 2019 Activity Fund Balance Report
5. Old Business
 - A. NORA Transition Update
 1. Insurance
 2. Field collaboration update
 - B. Recreation Collaboration Update
 - C. Millage Planning
6. Director's Report
7. New Business
 - A. 2019-20 Proposed Budget, Residency Report & Funding Formula
 - B. 2019-20 NORA Election of Officers: Chair, Vice Chair, Secretary and Treasurer
 - C. Approval of 2019-20 Meeting Schedule
 - D. Articles of Incorporation/Member at Large
 - E. 501(c)3 Status
 - F. Director Staff Review
8. Public Comments
9. Advisory Board Comments or Suggestions
10. Next Scheduled Meeting: To be determined once meeting schedule approved.
11. Adjournment

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1415 Beechtree Street, Grand Haven, MI 49417
Phone: 616.850.5125 Fax: 616.850.5127 nora.ghaps.org

NORA ADVISORY BOARD MEETING MINUTES

Date: April 11, 2019 **Time:** 5:30 P.M. **Location:** 1415 Beechtree, Grand Haven

1. Call to order: Chairperson Craig Bessinger 5:30PM
2. Present: Ron Redick, Grand Haven Twp. Mary Jane Belter, Grand Haven Twp.
 Kathy Kuck, Robinson Twp. Eric Hayward, Robinson Twp.
 Geri McCaleb, Grand Haven Taylor Schriber, Grand Haven
 Craig Bessinger, Ferrysburg
 Chris Streng, GHAPS

Absent: Scott Blease, Ferrysburg

Also Present: Jackie Rowland, NORA Interim Coordinator
 Liza Dora, NORA Assistant

3. Public Comments - none
4. Approval of Meeting Agenda – Motion by Kuck, second by Belter. Approved unanimously.

5. New Business

A. Discussion, and to take action if appropriate, to approve a recommendation from the interview team for the NORA Director position. Kuck stated the she was impressed with the candidate's energy, ideas and no fear of raising funds. He explained that he is strong suited of asking for money. He's been made aware of millage opportunities down the road.

The 4 candidates applications and resumes were distributed to board for review. Two of the candidates were not skilled in management and didn't have any fundraising experience. Two of the candidates were strong in fundraising and presented well but 1 candidate pulled their application from consideration as she had accepted a another position. Hayward asked if the chosen candidate had long term expectations. Kuck indicated that he was planning on staying for several years. She stated he's strong in field development. McCaleb indicated that this candidate seems very creative, with lots of energy and passion. Kuck stated the City of Grand Haven HR Dept. set up good questions. Streng asked if recommended candidate is fully aware of what NORA is trying to do. This candidate can start in 2 weeks. Motion by Belter to offer position to Chris Van Hekken, Schriber seconded. Approved unanimously.

Board members had a few questions regarding the candidates coaching commitments. Bessinger said the board will discuss current commitments with him when he's presented with job. Redick asked if it's better to have someone here part-time for now as opposed to not having a director at all as we search more. McCaleb stated that an additional meeting with him tomorrow. Redick stated should there still be concerns after the meeting then another board meeting will have to convene.

6. Advisory Board Comments or Suggestions. Kuck stated that there were good discussions tonight. McCaleb informed the board that the Task Force meeting the day before was well presented regarding a website that Lakeshore Recreation is using for their Rec. groups.

Hayward expressed excellent concerns were brought up. McCaleb stated that GHDPs Director Hawke mentioned that Van Hekken would be an excellent director. All references were checked. Bessinger stated that board will have to be diligent more in oversight. He instructed Rowland to hire an attorney explore the need to become a 501c3. Schriber asked if this designation would affect millage requests.

7. Next Scheduled Meeting: Meeting June 6, 2019 5:30 P.M. at the ESC due to GHHS Graduation on May 23, 2019.

8. Adjournment 6:30pm



NORA Board of Trustee Secretary

Date Approved 8/29/2019

NORTHWEST OTTAWA RECREATION AUTHORITY

	2018-2019 Approved Budget	2018-2019 Proposed 2nd Revision	2018-2019 April 30, 2019 Year to Date	Budget to Actual %	2017-2018 April 30, 2018 Year to Date	Actual YTD Current to Actual YTD Previous %
Revenues						
Municipality	\$ 113,970	\$ 116,859	\$ 114,659	100.60%	\$ 111,970	102.40%
Fees	196,909	174,864	176,121	89.44%	181,623	96.97%
Other	10,550	11,581	10,631	100.77%	8,349	127.33%
Total Revenues	321,429	303,104	301,411	93.77%	301,942	99.82%
Expenditures						
Wages & Benefits	236,910	180,965	150,347	63.46%	193,673	77.63%
Professional Services	46,000	60,801	40,024	87.01%	38,774	103.22%
Program Supplies	14,000	21,846	13,517	96.55%	16,221	83.33%
Other	23,091	19,065	16,756	72.56%	13,959	126.03%
Total Expenditures	320,001	282,677	220,643	68.95%	262,627	84.01%
Net Profit (Loss)	1,428	20,427	80,768		39,315	
Fund Balance at Beginning of Year	\$ 40,798	44,827	\$ 40,798		\$ 44,827	
Fund Balance Year to date	\$ 42,226	\$65,254	\$ 121,566	*	\$ 84,142	

*Fund Balance Year to Date Note: Revenue is recorded for programs in which all the expenditures have not been incurred. This makes the net profit higher than it really is. We only defer revenue at the end of the year. The percentage of municipality revenue that has been received will also affect fund balance.



1415 Beechtree St., Grand Haven, MI 49417
 Phone: 616.850.5125
 norarec.org

Date: May 2019

To: NORA BOARD OF TRUSTEES

From: Chris Van Hekken, Director

RE: April 2019 Activity Fund Balance

	Scholarship Fund 61.0175.0999. ORS.0.000
Beginning Fund Balance 7/01/18	\$712.81
Revenue to Date	\$801.00
Expense to Date	(\$1,478.25)
Ending Balance 4/30/19 2018-19 Participation	\$35.56

	Facility User Fees Baseball 61.0175.0999. FUB.0.000	Facility User Fees Soccer 61.0175.0999. FUR.0.000	Facility User Fees Football 61.0175.0999. FUF.0.000	Facility User Fees Softball 61.0175.0999. FUS.0.000
Beginning Fund Balance 7/01/18	\$4,590.15	\$44,517.85	\$6,375.31	\$7,200.21
Revenue To Date	\$0.00	\$6,691.50	\$0.00	\$37.73
Expense to Date	(\$4,590.00)	(\$6,525.00)	\$0.00	(\$189.45)
Ending Balance 4/30/19 2018-19 Participation	\$0.15	\$44,684.35	\$6,375.31	\$7,048.49



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Date: May 2019

To: NORA BOARD OF TRUSTEES

From: Chris Van Hekken, Director

RE: April 2019 Activity Fund Balance

	Young Bucs Baseball 61.0175.0999.YBA	Young Bucs Basketball 61.0175.0999.YBB	Young Bucs Cheer 61.0175.0999.YBC	Young Bucs Football 61.0175.0999.YBF	Young Bucs Volleyball 61.0175.0999.YBV
Beginning Fund Balance 7/01/18	\$17,205.86	\$9,250.14	\$1,111.60	\$14,477.86	\$878.31
Revenue to Date	\$32,372.50	\$51,044.00	\$1,998.00	\$14,725.65	\$3,295.00
Expense to Date	(\$29,010.80)	(\$47,108.44)	(\$1,005.64)	(\$23,118.73)	(\$3,136.33)
Ending Balance 4/30/19	\$20,567.56	\$13,185.70	\$2,103.96	\$6,084.78	\$836.98
2018-2019 Participation	51	326	21	148	37

	Boys Lacrosse 61.0175.0999.BLX	Lakeshore Community Tennis 61.0175.0999.LTA	B Teams Basketball 61.0175.0999.Y78	B Teams Volleyball 61.0175.0999.V78	MS Boys Soccer 61.0175.0999.SBO	MS Girls Soccer 61.0175.0999.SGO
Beginning Fund Balance 7/01/18	\$1,269.27	\$18,024.05	(\$394.20)	\$443.16	\$0.00	\$270.00
Revenue to Date	\$19,564.50	\$3,065.75	\$3,762.06	\$1,261.00	\$4,207.00	\$2.11
Expense to Date	(\$9,297.32)	(\$17,913.01)	(\$4,090.82)	(\$689.49)	(\$4,194.73)	(\$292.93)
Ending Balance 4/30/19	\$11,536.45	\$3,176.79	(\$722.96)	\$1,014.67	\$12.27	(\$20.82)
2018-2019 Participation	72				15	

Northwest Ottawa Recreation Department Budget

	Revenue	Current Year to Date 4/30/19	2018/19 Proposed 2nd Revision	2019/20 Proposed Budget
508-040-665.0	Earnings on Invest- CKG	\$ -		\$ -
508-040-699.76	City of Grand Haven	33,264.00	33,264	33,920
508-040-699.77	Grand Haven Township	59,501.00	59,501	60,998
508-040-699.78	Port Sheldon Township	-	2,000	2,000
508-040-699.79	Robinson Township	13,479.00	13,479	13,753
508-040-699.80	City of Ferrysburg	8,415.00	8,415	8,511
508-040-651.00	Program Fees	122,707.86	121,000	138,000
508-040-651.01	Team Entry Fees	28,173.00	31,796	31,796
508-040-651.02	Team Player Fees	19,603.00	15,668	20,000
508-040-651.03	Open Gym	5,637.00	6,400	6,400
508-040-675.00	Donations	10,631.29	11,581	11,581
508-040-674.01	Contributions-NORA Scholarships	-	1,124	-
508-040-689.00	Refunds Rebates Miscellaneous	-	-	-
		\$ 301,411.15	\$304,228	\$326,959
	Expenditures			
508-751-733.00	Audit Services	\$ 100.00	\$ 100	\$ 100
508-751-910.00	General Insurance	560.00	560	4,500
508-751-702.00	Director wage & benefits	21,094.45	25,578	62,735
	Coaches on payroll	4,891.09	5,390	-
	Program Coordinator	19,056.88	25,793	-
	Recreation Assistant	27,031.21	34,764	-
508-751-730.00	Professional/Contractual	-		132,516
	Severance	5,440.80	3,518	-
	Workers (Other Salary)	600.00	600	-
	Retirement	29,426.86	35,148	-
	FICA	5,580.91	6,479	-
	Workman's Comp.	136.00	980	-
	Unemployment Comp.	-	46	-
	Annuity In Lieu of	100.00	200	-
508-751-711.00	Health Insurance	36,868.51	42,354	
508-751-711.01	Optical Reimbursement			
508-751-711.03	Health Care Savings Plan			
508-751-711.05	HAS Pre-Tax			
508-751-713.00	Long Term Disability Insurance			
508-751-713.01	Short Term Disability Insurance			
508-751-714.00	Worker Comp Insurance			
508-751-715.00	Unemployment Comp.			
508-751-716.00	MERS Retirement - Employer			
508-751-716.01	401(a) Retirement - Employer			
508-751-717.00	Social Security - Employer			
508-751-718.00	Retirement Health Insurance			
508-751-852.00	Internet Service - Other Misc Communid	120.00	120	-
508-751-730.00	Professional Wages	11,777.72	13,102	13,102
508-751-730.00	GHCity Accounting Fee	5,000.00	15,000	30,000
508-751-860.00	Transportation & Lodging	90.75	650	650
508-751-870.00	Professional Development	956.35	960	1,000
508-751-811.00	Telephone	650.00	650	650
508-751-820.00	Postage	390.31	600	600
508-751-780.00	Advertising & Public Relations	2,120.90	2,210	2,210
508-751-790.00	Printing & Publishing	1,984.25	2,500	2,500
508-751-910.80	Auto & Vehicle Insurance	523.00	523	-
508-751-765.00	Copier Maintenance Agreement	170.49	120	250
508-751-920.00	Motorpool Charges	57.40	250	250
508-751-933.00	Software Maint. Agreement	2,037.50	2,038	4,075
508-751-760.00	Other Maint. & Repair	-	50	50
508-751-730.00	Officials, Coaches, Instructors	23,246.48	32,699	38,089
508-751-750.00	Program Supplies	13,517.07	21,846	16,000
508-751-812.00	Natural Gas	1,000.00	1,000	1,000
508-751-813.00	Electricity	1,200.00	1,200	1,200
508-751-750.01	Maintenance Supplies	780.50	254	790
508-751-740.00	Office Supplies	247.31	300	300
	Furniture & Equipment over 5K	-	-	-
508-751-750.00	Furniture & Equipment under 5K	-	-	-
508-751-785.00	Membership Dues & Credit Card Fees	3,886.85	5,100	5,100
		\$ 220,643.59	\$ 282,672	\$ 317,667
	Surplus (Deficit)	\$80,767.56	\$21,556	\$9,292

awaiting approval from City
Director combined from City
all arbiterpay

GHAPS Staff combined wage & benefits

Director Combined w/Wage
Director Combined w/Wage
Director Combined w/Wage
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Director Combined w/Wage

combined w/Liability

Northwest Ottawa Recreation Authority

April 2019 Financial Statement

	Revenue	2018/19 Approved 2nd Revision Budget	Apr 2019 Actual	Current YTD 4/30/19	Budget to Actual %	YTD 4/30/18	Actual-YTD Current to Actual YTD Previous %
23.0152.0952	Earnings on Invest- CKG	\$ -	\$ -	\$ -	0.00%	\$ -	0.00%
23.0181.0900	City of Grand Haven	33,264	\$ -	33,264.00	100.00%	33,244.00	100.06%
23.0181.0902	Grand Haven Township	59,501	\$ 14,875.25	59,501.00	100.00%	57,876.00	102.81%
23.0181.0903	Port Sheldon Township	2,000	\$ -	-	0.00%	-	0.00%
23.0181.0904	Robinson Township	13,479	\$ -	13,479.00	100.00%	12,880.00	104.65%
23.0181.0905	City of Ferrysburg	8,415	\$ -	8,415.00	100.00%	7,970.00	105.58%
23.0181.0971	Program Fees	121,000	\$ 10,456.00	122,707.86	101.41%	133,145.88	92.16%
23.0181.0972	Team Entry Fees	31,796	\$ 3,823.50	28,173.00	88.61%	29,080.00	96.88%
23.0181.0973	Team Player Fees	15,668	\$ 3,665.00	19,603.00	125.11%	14,155.00	138.49%
23.0181.0974	Open Gym	6,400	\$ 712.00	5,637.00	88.08%	5,242.45	107.53%
23.0181.0999	Misc Rev - Sponsors	11,581	\$ 760.00	10,631.29	91.80%	7,810.71	136.11%
23.0192.0993	Contributions-Scholarships	-	\$ -	-	0.00%	538.44	0.00%
23.0199.0999	Misc Rev.	-	\$ -	-	0.00%	-	0.00%
		\$303,104	\$ 34,291.75	\$ 301,411.15	99.44%	\$ 301,942.48	99.82%
	Expenditures						
23.1231.3180	Audit Fee	100	\$ -	100.00	100.00%	-	0.00%
23.1261.3910	Liability Insurance	560	\$ -	560.00	100.00%	-	0.00%
23.1321.1170	Coordinator's Salary	25,578	\$ (1,411.40)	21,094.45	82.47%	43,369.62	48.64%
23.1321.1560	Coaches	5,390	\$ 212.63	4,891.09	90.74%	4,342.67	112.63%
23.1321.1561	Programmer	25,793	\$ 1,080.42	19,056.88	73.88%	19,429.70	98.08%
23.1321.1635	Recreation Assistant	34,754	\$ 1,287.20	27,031.21	77.78%	26,493.63	102.03%
23.1321.1760	Severance Pay	3,518	\$ 1,923.30	5,440.80	154.66%	-	0.00%
23.1321.1890	Workers (Other Salary)	600	\$ -	600.00	100.00%	904.67	66.32%
23.1321.2130	Health Insurance	42,354	\$ -	36,868.51	87.05%	54,575.48	67.56%
23.1321.2820	Retirement	35,148	\$ 1,231.23	29,426.86	83.72%	37,352.81	78.78%
23.1321.2830	FICA	6,479	\$ 204.75	5,580.91	86.14%	6,508.03	85.75%
23.1321.2840	Workman's Comp.	980	\$ -	136.00	13.88%	136.00	0.00%
23.1321.2850	Unemployment Comp	51	\$ -	-	0.00%	-	0.00%
23.1321.2922	Annuity In Lieu of	200	\$ -	100.00	50.00%	200.00	0.00%
23.1321.2991	Cell Phone & Internet Ben	120	\$ -	120.00	100.00%	360.00	33.33%
23.1321.3190	Professional Wages	13,102	\$ 95.97	11,777.72	89.89%	14,331.13	62.18%
23.1321.3191	GHCity Accounting Fee	15,000	\$ -	5,000.00	33.33%	-	0.00%
23.1321.3210	Local Travel	650	\$ -	90.75	13.96%	65.81	137.90%
23.1321.3220	Workshops & Conferences	960	\$ -	956.35	99.62%	876.15	109.15%
23.1321.3410	Telephone	650	\$ -	650.00	100.00%	-	0.00%
23.1321.3430	Postage	600	\$ 20.30	390.31	65.05%	494.08	79.00%
23.1321.3510	Advertising	2,210	\$ -	2,120.90	95.97%	2,208.75	96.02%
23.1321.3610	Printing & Binding	2,500	\$ 311.48	1,984.25	79.37%	2,358.80	84.12%
23.1321.3930	Fleet Insurance	523	\$ -	523.00	100.00%	454.00	115.20%
23.1321.4120	Maint. of Equipment	120	\$ 83.17	170.49	142.08%	87.61	194.60%
23.1321.4130	Vehicle Maintenance	250	\$ -	57.40	22.96%	251.99	0.00%
23.1321.4140	Software Maint. Agreement	2,038	\$ -	2,037.50	99.98%	2,037.50	100.00%
23.1321.4190	Other Maint. & Repair	50	\$ -	-	0.00%	50.09	0.00%
23.1321.4930	Officials	32,699	\$ 1,215.25	23,246.48	71.09%	24,443.05	95.10%
23.1321.5110	Program Supplies	21,846	\$ 3,096.81	13,517.07	61.87%	16,221.48	83.33%
23.1321.5510	Natural Gas	1,000	\$ -	1,000.00	100.00%	-	0.00%
23.1321.5520	Electricity	1,200	\$ -	1,200.00	100.00%	-	0.00%
23.1321.5901	Maintenance Supplies	254	\$ 308.00	780.50	307.28%	254.00	307.28%
23.1321.5910	Office Supplies	300	\$ -	247.31	82.44%	299.96	82.45%
23.1321.6410	Furniture & Equipment over 5K	-	\$ -	-	0.00%	-	0.00%
23.1321.6420	Furniture & Equipment under 5K	-	\$ -	-	0.00%	265.00	0.00%
23.1321.7410	Dues & Fees	5,100	\$ 299.23	3,886.85	76.21%	4,255.35	91.34%
		\$ 282,677	\$ 9,958.34	\$ 220,643.59	78.06%	\$ 262,627.36	84.01%
	Surplus (Deficit)	\$20,427	\$24,333.41	\$80,767.56		\$39,315.12	

w/norp/recreationbudget

**2019-2020
FUNDING FORMULA**

The formula averages two (2) criteria to determine percentage of funding for each participating party except Grand Haven Area Public Schools (GHAPS).

1. Taxable Valuation % - Taxable valuation of real and personal property in each participating party for the previous calendar year, excluding GHAPS, with no reduction of any tax abatements given to commercial or industrial property.
2. Participation % - The percentage of participants in the recreation program during the previous year who came from each participating party, excluding GHAPS.

I. Participation (1)	2017-2018	2017-2018 %
City of Grand Haven	2,384	25.32
Grand Haven Township	5,516	58.58
City of Ferrysburg	405	4.30
Robinson Township	<u>1,111</u>	<u>11.80</u>
	9,416	100.00

II. Taxable Valuation (2 & 3)

	Total Taxable Value	Abated Taxable Value	Total	2018 %
City of Grand Haven	\$ 572,075,331	\$ 4,013,250	\$ 576,088,581	32.57
Grand Haven Twp.	802,254,708	2,911,600	805,166,308	45.53
City of Ferrysburg	180,839,299		180,839,299	10.23
Robinson Twp.	206,458,930		<u>206,458,930</u>	<u>11.67</u>
		Total	\$ 1,768,553,118	100.00

III. Example of Funding Formula Percentages

	Participation (2017-18) %	Taxable Valuation (2017) %	Funding Percentages 2019-2020 %
Grand Haven City	25.32	32.57	28.95
Grand Haven Twp	58.58	45.53	52.05
City of Ferrysburg	4.30	10.23	7.26
Robinson Twp	<u>11.80</u>	<u>11.67</u>	<u>11.74</u>
	100.00	100.00	100.00

IV. Example of calculation of amount to be funded

After projected participant fees and other revenue are deducted from total projected expenditures, the funding percentages are then applied to the remaining amount:

Total anticipated expenditures	\$ 339,493	^ than expected revenue
Projected fees and other revenue	210,445	
	<u>\$ 117,182</u>	
Amount to which funding is applied	\$ 117,182	

V. Example of application of funding percentages (4)

	2019-2020 %	\$ 117,182 (2.2% Cost of Living)
Grand Haven City	28.95	33,920
Grand Haven Twp	52.05	60,998
City of Ferrysburg	7.26	8,511
Robinson Twp	<u>11.74</u>	<u>13,753</u>
	100.00	117,182

1 Source: 2017-2018 Participation.

2 Source: 2018 Ottawa County Equalization Report.

3 Grand Haven Area Public Schools only - 2018 Ottawa County Equalization Report.

4 Source for Cost of Living: www.bls.gov/cpi - or minimum of 2% increase per Board Agreement (whichever is greater)

RESIDENCY REPORT FOR 2017-2018

Category	Name	Grand Haven City	Grand Haven Township	Robinson Township	Ferryburg City	Port Sheldon	GHAPS	GH residing in SL	Spring Lake Village	Spring Lake Township	Non-Resident - Other	Total
Adult Sports	Open Adult Basketball	231	315	52	38	2	76	0	62	5	332	1113
Adult Sports	Open Adult Volleyball	146	280	69	35	1	14	0	54	19	153	771
Adult Sports	Fall 2017 Bareham Memorial Softball Tournament (11 teams)	22	14	11	5	1	6	0	14	6	37	116
Adult Sports	Fall 2017 Softball Leagues (31 teams)	117	137	30	10	1	10	0	39	14	111	469
Adult Sports	Spring 2018 Softball Leagues (29 teams)	91	116	27	15	2	20	0	46	18	120	455
Adult Sports	Spring 2018 Kickball League (4 teams)	5	1	0	6	3	0	0	1	5	28	49
Adult Sports	Winter 2018 Dodgeball Leagues (10 teams)	9	23	6	0	0	0	0	11	2	49	100
Adult Sports	Fall 2017 Indoor Volleyball Leagues (9 teams)	11	21	5	4	0	0	0	8	1	10	60
Adult Sports	Winter 2018 Volleyball Leagues (16 teams)	13	41	4	1	0	1	0	15	7	43	125
Adult Sports	Spring 2018 Quad Volleyball League (10 teams)	4	9	0	2	0	1	0	6	2	17	41
Adult Sports	Spring 2018 Adult Beach Volleyball Leagues (88 teams)	68	83	16	5	2	5	2	25	17	69	292
Adult Sports	Summer 2018 Adult Coed Soccer League (6 teams)	10	8	0	0	2	2	0	1	0	45	68
Adult Programs	Adult Sanchin Ryu Karate (Individual Registrations)	6	3	8	0	0	11	0	1	0	4	33
Special Events	Rock n Bowl/Dad & Daughter Bowl (2 events) (2 people counted)	18	58	16	0	2	4	6	4	0	0	108
Special Events	Winter 2018 Dads & Daughters Dances (5 events) (2 people counted)	84	208	46	4	8	20	18	10	4	2	404
Special Events	Spring 2018 Magic, Mom & Me (2 people counted)	18	40	12	2	2	4	8	0	0	4	90
Special Events	Fall 2017 Moms & Sons Western Rodeo (2 people counted)	6	40	4	0	0	0	0	4	2	0	56
Special Events	Fall 2017 Kids In Candyland	0	11	1	2	0	3	3	0	0	0	20
Special Events	Spring 2018 Moms & Daughters Tea Party (2 people counted)	12	36	10	2	2	2	0	2	0	0	66
Special Events	Fall 2017 Punt, Pass & Kick Competition	7	24	6	3	1	5	2	0	0	1	49
Special Events	Spring 2018 Track & Field Games	16	54	7	3	3	12	8	5	1	7	116
Youth Clinics	Youth Clinics (Individual Registrations)	113	300	76	32	20	35	54	5	0	5	640
Youth Camps	Youth Camps (Individual Registrations)	541	1447	166	96	41	145	11	42	16	53	2558
Youth Leagues	Youth Leagues/Teams (Individual Registrations)	492	1532	335	90	68	164	159	176	18	416	3450
Youth Instruction	Youth Instruction (Individual Registrations)	37	77	24	4	2	11	6	16	2	8	187
Youth Programs	Youth Programs (Individual Registrations)	307	638	180	46	31	73	76	21	1	17	1390
		2384	5516	1111	405	194	624	353	568	140	1531	12826

Total 17-18 Residency Report: GH City(2,384) + GH Twp (5,516) + Rob Twp (1,111) + Feb City (405) = 9,416

**Report does not include: Champion Force Cheer and Self Defense



Grand Haven Area Public Schools
 1415 Beechtree St., Grand Haven, MI 49417
 Phone: 616.850.5125 Fax: 616.850.5127
nora.ghaps.org

2019-2020 NORA BOARD OF TRUSTEES MEETING DATES

LOCATION: GHAPS, EDUCATION SERVICE CENTER
 1415 Beechtree Street, Grand Haven, MI 49417

TIME: 5:30 PM

**PACKETS
 EMAILED**

BOARD MEETING DATES

August 22, 2019	August 29, 2019 May Financials, Updates: Fields, Scholarships, Recreation Summer School
September 19, 2019	September 26, 2019 June Year End Financials, August Financials, Rec. Summer School
November 14, 2019	November 21, 2019 (Thanksgiving Nov. 28, 2019) October Financials, September Chris Christiansen Financial Report, Audit Report, Proposed 1 st Budget Revision
January 16, 2020	January 23, 2020 November & December Financials
March 19, 2019	March 26, 2020 February Financials, Proposed #2 Budget Revision, Elect Coordinator Review Committee, Field Repair request
May 28, 2019	June 4, 2020- Due to GHAPS Graduation date May 21st April Financial, March Chris Christiansen Financial, Proposed 20/21 Budget, Election of Officers, Coordinators Review, Review Strategic Plan, Set meeting schedule for next year.

**The NORA Board of Trustees meets Bi-monthly on the 4th Thursday of the month.
 Bi-monthly meetings are regular business meetings.
 Additional meetings may be called if necessary.**

AMWINS Brokerage of Michigan, Grand Rapids, MI

2011-2013

Vice-President of Property Brokerage

- Responsible for building and maintaining retail agent relationships, building and retaining a book of business
- Direct business to business meetings, presentations and sales
- Identified competitive companies and market individual accounts
- Coordinated and developed industry specific programs for carriers and retail agents to gain competitive market advantage
- Dealt with complex risks that involved claim management, loss analysis and loss prevention measures
- Part of the Amwins STEP Sales/Leadership Program

Regency Insurance Brokerage Services, Hallandale, FL

2007-2011

Property/Casualty Broker

- Responsible for underwriting and binding coverage with 12 various companies and brokering business to over 40 other companies
- Responsible for placing complex accounts that include high-valued properties, developing loss prevention measures for risks, loss analysis, underwriting accounts
- 2009 Broker of Year recipient



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MEMO

To: NORA Advisory Board Members

From: Chris Van Hekken, Director

Date: June 2019

Re: NORA Coordinator Report

It has been a very fast moving first few weeks for me as the new NORA Director. We hit the ground running on May 8 and the staff and I are working through new program ideas, policies and future plans for NORA. The adjustment process of pulling out from GHAPS and under the direction of the City of Grand Haven is underway as well. The City has been more than accommodating and helpful to us during this transition period.

NORA Website

We have changed our website to www.NORAREC.org. This will give us a different identity from the old website that was linked to GHAPS. We are also working on making changes and improvements to our website through our provider that will help make our site more user friendly.

NORA Track Meet

May 9, we hosted our annual Middle School Track meet at White Pines Middle School and we had a record number of participants (130). The night was a little cold and breezy, however our volunteer group of 30 did a great job of keeping the events moving. Arturo's Tacos and Culvers were also on hand to help to provide food and refreshments to the crowd. Thank you to Mayor McCaleb for coming out to support the athletes and also in helping with the awards.

Recreation Summer School

Recreation Summer School officially kicks off on June 10 and we are looking at a record number of participants at each of our 3 sites. Jackie Rowland (Recreation Programmer) has assembled a staff of college and high school students to help lead and facilitate this years camp. The United Way is continuing to help support our Recreation Summer School with grant monies.

NORA Spring/Summer Programs

This Spring has been another successful season for our softball, baseball, lacrosse and pickle ball classes. Signups are ongoing for our Summer camps and leagues as well. We are introducing a new class this Summer called Youth Shooting Camp, that involves BB gun safety and shooting as well as Archery. This camp has had an overwhelming response and we are adding classes to accommodate the demand. Beach Volleyball also is receiving a huge response as these classes are filling quickly and we are adding more to accommodate for the demand.

New & Noteworthy

Recently we have reached agreements with the City of Ferrysburg & Grand Haven DPW departments to assist us in helping with the grooming and maintaining of the softball fields. We are still looking to find a resolution with Grand Haven Township.