

RECREATION CENTER AUTHORITY BOARD
Minutes – April 22, 2009

The meeting was called to order by Theresa Bailey at 7:03 p.m. Members present included: Theresa Bailey, Shirley Chancellor, Justin Marcum, Tom Morse and T.A. Whitsitt. Jeff Clawson was absent.

Motion was made by Shirley Chancellor, second by Justin Marcum, to approve and waive the reading of the minutes from the April 8 meeting. Motion carried 5-0.

Project Manager, David Jenkins, reported that the drains for the indoor pool have been installed and the pool will be filled with water next Monday. Jenkins also reported that the major outside concrete work, the indoor elevator and the fire security system should be completed tomorrow. The dehumidifiers should be installed on Thursday and the boilers operating on Friday. The gymnasium floor lines will be painted after the floor has been cleaned. Jenkins added that the kiddie pool toys have been shipped and should be arriving soon. Jenkins reported that the construction of the Replex is on schedule for the designated completion dates. Jenkins presented invoices from Miller Janitorial Equipment for wax stripper and miscellaneous cleaning supplies for \$447.23.

Motion was made by Shirley Chancellor, second by Justin Marcum, to approve the expenditure of \$447.23 for payment of the invoice from Miller Janitorial Equipment. Motion carried 5-0.

Jeff Clawson will begin training with the Vermont Systems on the computer software program on May 4. The \$44,000 total cost of the package including all the applications, web based programs and training is \$10,000 more than the anticipated original estimate. Clawson's report mentioned that cost of equipping the Replex facility, including the additional \$10,000 cost for the Vermont software system and training is still under the budget goal of \$190,000 to \$200,000. Clawson recommended the acceptance of the \$10,000 increased proposal from the Vermont System.

The RCA board discussed options for foster parent membership. Motion was made by Justin Marcum, second by T.A. Whitsitt, to require foster parents to pay the regular family membership fees. No additional fees would be required for medically required caregivers and no refunds for any paid membership will be allowed after 30 days. Motion carried 5-0.

The wiring for the phone, elevator, fire security and computer systems has been installed. MIDCO has begun installing the phone and public address systems. The completion of the system including the components should be finished next week.

Jeff Clawson recommended that the fire security system contact local personnel in emergency situations. The state of Illinois may require hiring a service to handle emergency situations. Clawson recommended hiring a local company to manage the fire system at a cost not to exceed \$500.00. If a monitoring system is required by the state,

Clawson recommended the expenditure of \$420.00 for the Simplex system. Clawson will do further research and report options at the next meeting.

Motion was made by Shirley Chancellor, second by T.A. Whitsitt, to approve of expenditures of up \$420.00 (if required by the state) for the Simplex elevator monitoring service. Motion carried 5-0.

Motion was made by Shirley Chancellor, second by T.A. Whitsitt, to approve the purchase of a Koala baby changing station (\$250.00), carpet runners for weight equipment (\$210.00), CPR manikins, dive brick, AED trainer, and rescue Timmy (\$1,100.00). Motion carried 5-0.

Jeff Clawson has hired Getz to install fire extinguishers in eight locations throughout the Replex facility. The service includes ongoing inspection of all the fire extinguishers. Clawson will provide additional information at the next meeting.

Motion was made by Shirley Chancellor, second by T.A. Whitsitt, to approve invoices totaling \$85,074.34 from Nicor (\$1,545.05), Pantagraph - Help Want Ad (\$195.48), Toledo Physical Education Supply - air compressor (\$122.95), Amern IP (\$599.86), Lifeguard Store - 17 signs (\$517.00), Lifeguard Store –Backboard (\$365.00), Direct Fitness Solution - balance due on fitness equipment (\$53,982.00), Vermont Systems - 1st installment of software (\$20,000) and Business Network Solutions Hardware (7,747.00). Motion carried 5-0.

The weight equipment for the Replex facility was delivered on April 20. Two of the ordered 10 lb. and two 15 lb. dumbbells were not delivered. The Smith exercise machine was damaged. Also, one seat on the universal gym and one seat on a bicycle exercising machine were damaged. All damaged equipment will be replaced.

Jeff Clawson has ordered computer checks for payroll and accounts payable.

Theresa Bailey reported that the company Bricks R Us will send various samples of bricks to verify the color and style that will be ordered.

The RCA Board reviewed the programs that Jeff Clawson presented at the last meeting. No recommendations or changes were recommended by the board.

The Business Network Solutions has begun the installation of the computer systems at the Replex facility. The installation of the system should be completed next week.

Theresa Bailey reported that she will contact the logo wear company and order samples that can be displayed and ordered by the opening date of the Replex facility.

The Replex gym will be closed next week for the painting of the basketball, volleyball and running track lane lines. The board agreed that the main volleyball court should have regulation lines and the two recreation side volleyball courts have narrower less conspicuous lines.

Motion was made by Justin Marcum, second by Shirley Chancellor, for the expenditure of \$1,300.00 to the Design Line Inc. for the painting of a 6' x 12' mural on the entry wall of the Replex facility. Motion carried 5-0

Lyndi Toohill was offered and accepted the position of assistant to manager position pending a complete physical and drug screening which will take place on Friday, April 24.

The RCA board discussed the installation of a plaque at the entrance of the Replex facility. The board agreed that information on the plaque should include the opening date of the facility and the names and office positions of RCA board members and city administrator.

The next meeting will take place on Thursday, May 7, 2009, at 7:00 p.m.

Motion was made by Justin Marcum, second by T.A. Whitsitt, to adjourn the meeting. Motion carried 5-0. The meeting adjourned at 8:29 p.m.

Respectfully submitted,
Tom Morse