

204 E. Muskegon Cedar Springs, MI 49319

616-696-7320 [www.myNKCE.com](http://www.myNKCE.com)

**Minutes for Regular Meeting of Tuesday September 12, 2023 @ 11:00 AM**

Members Present Member Area

Alyssa Ladd Algoma Township

Darla Falcon City of Cedar Springs

Jaime Gunderson NKCE Director

Scott Smith Cedar Springs Public Schools

Members Not Present Member Area

Jon Stout Solon Township

1. Meeting called to order at 11:04 AM by Scott Smith
2. Approval of September Agenda

Motion by Alyssa to approve Agenda with the correction of the date to reflect Tuesday, Sept 12, 2023 and additional items under Information and Discussion:   
e. non- resident fees

f. long term space

Darla seconds. No further discussion. Motion carries

1. Consent Agenda

Alyssa motions to approve Consent Agenda of July 2023 Minutes and July/August 2023 Financial Statements.

Darla seconds. No further discussion. Motion carries

1. Information and Discussion
   1. **Sparks Grant**

Jaime has not heard anything back on this yet. She will inform the board when she hears.

* 1. **Audit**

Auditors looked through booking keeping and there were no major issues. Note was made on journal entries. Reports were sent to townships/city electronically and will be sent hard copy versions as well.

* 1. **Fall Events**

Flyer with ongoing programs available. Signup available for Zumba, Tae Kwon Do, and Yoga. Open gym times for pickleball, basketball, volleyball will be starting in the next month.

* 1. **New Enrichment Classes**

New class ideas will be offered – Essential Oils and Body Scrub Take and Make kits. Discussion on offering CPR class again.

* 1. **Non-resident Fees**

Challenge in getting non-residents to sign up because of the much higher fee than residents. Will lower the NR fee to get more participation from non-residents.

* 1. **Long Term Space**

The plan is to move District Services to the Red Hawk building. At this time, Scott isn’t sure where the extra space will be for NKCE office but there should be somewhere at one of the school buildings. Timeframe for move is TBD but looking at 6-12 mos to be out of Hilltop. Jaime will wait to hear more details when they are available.

1. Action items
   1. Motion by Alyssa to change next scheduled meeting date from 10/2/23 to

**Tuesday, October 3, 2023 at 11:00 am**.   
Darla seconds. No further discussion. Motion carries

1. Meeting adjourned 11:36 AM