



North Kent Community Enrichment

204 E. Muskegon Cedar Springs, MI 49319

616-696-7320 www.myNKCE.com

Minutes for Regular Meeting of Monday May 4, 2020 @ 6:00 PM via Zoom

Members Present

Matt McConnon

Mark Tabor

Darla Falcon

Ashley Whalen

Member Alternates

Courtland Twp Rep

Cedar Springs Public Schools

Nelson Twp Rep

City of Cedar Springs

Solon Twp Rep

Algoma Twp Rep

Others Present: Jamie Gunderson, NKCE Director; April Cunningham

1. Call to order: Matt McConnon called the meeting to order at 6:01pm.
2. Approval of agenda: Mark moved; Darla support. All ayes.
3. Consent Agenda
 - a. Approval of March, 2020 Minutes
 - i. March minutes names/townships misaligned.
 - b. Approval of April Financial Statements
 - i. Mark motioned to move; Ashley support. All ayes.
4. Information and Discussion Items
 - a. 20 21 Budget- Darla discussed NKCE budget. 3 categories for budget. First group is the classes that involve the public (yoga, Zumba, etc) with hired instructors. 60/40 split on revenue. 2nd category- camps. Coaches coach. Registration fee. NKCE covers 1/6 of revenue. 3rd- DDD, Babysitting class, etc. No revenue split.

- i. Updated numbers on DDD- 18/19- \$1928, 19/20- \$4700, 20/21 estimated profit of \$4000. Cut unnecessary expenses to get larger profit.
- ii. Mother son nerf war- 19/20- \$2800 profit. 20/21- estimated \$2700 profit.
- iii. Freezin For a Reason- Profit- \$2600. Budgeting profit of \$3000 for 20/21.
- iv. Corn Hole Tournament- unsure of profit potential at this time.

NKCE Deficit of \$800.

Proposing to change revenue to 1/5th from 1/6th from the second category (camps/partnership with schools) to increase revenue.

Seeking additional suggestions for increasing revenue: Discussed doing a survey. Have option to submit feedback on website. Space to host new programming potentially problematic. Algoma township available, and potential for use at other township facilities such as Solon.

- b. All programs/classes have been cancelled since March 12. Refunds given.
 - i. Matt reviewed this agenda item.
- c. What the summer will look like for us given circumstances? Where do we go from here?
 - i. Matt touched on the “unknown-ness” of what our programming will look like.

5. Action Items

- a. Confirm Next Meeting June 1, 2020 at 6:00**

6. Adjourn

- a.** Last minute update- Darla shared that the MML-Liability and Property insurance renewal insurance premium figured for next year.
- b.** We will eventually get a bill from the State of Michigan for unemployment. New territory for this organization.