



## AGENDA

### Minturn Fitness Center Board Meeting | 1:00 PM

Tuesday, July 09, 2024

Virtual Attendance Only

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#### MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be a virtual meeting with access for the public to attend via the Zoom link included.

Zoom Link: <https://us02web.zoom.us/j/81015067570>

**Zoom Call-In Information:** 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 810 1506 7570

**Please note:** All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

#### 1. CALL TO ORDER

#### 2. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

#### 3. STAFF REPORTS

[A.](#) MFC Analysis

#### 4. BUSINESS ITEMS

Items may be old or new and require review or action by the Board.

[A.](#) MFC Board Minutes

#### 5. DISCUSSION / DIRECTION ITEMS

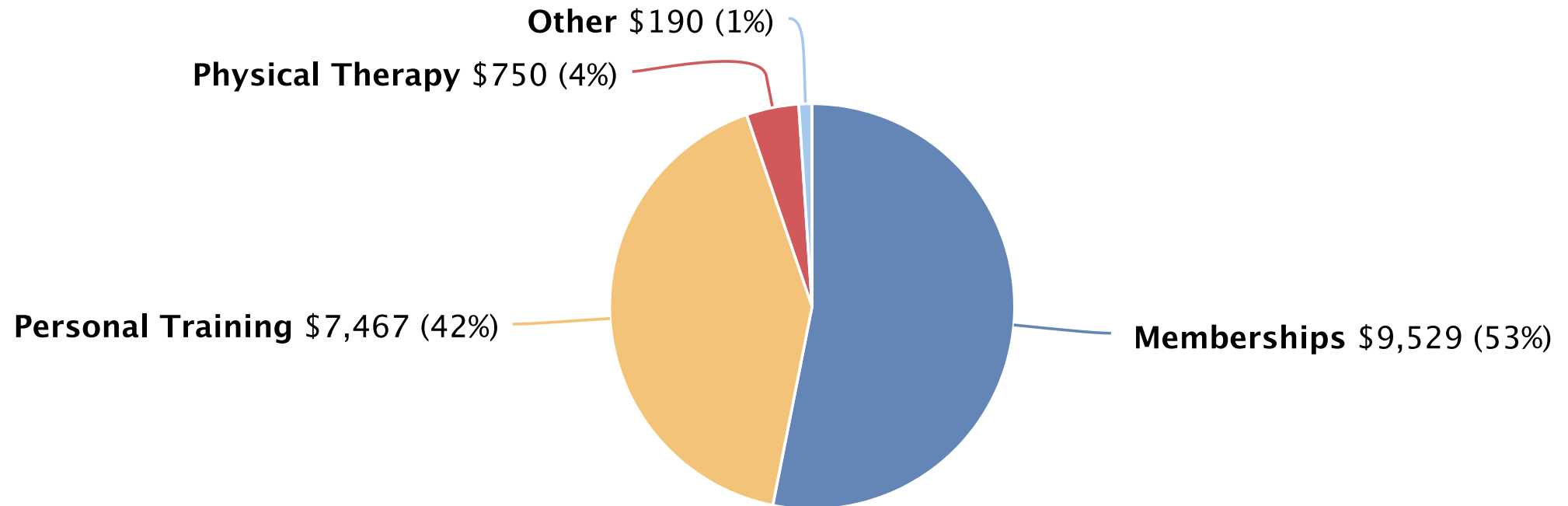
#### 6. FUTURE AGENDA ITEMS

#### 7. ADJOURN

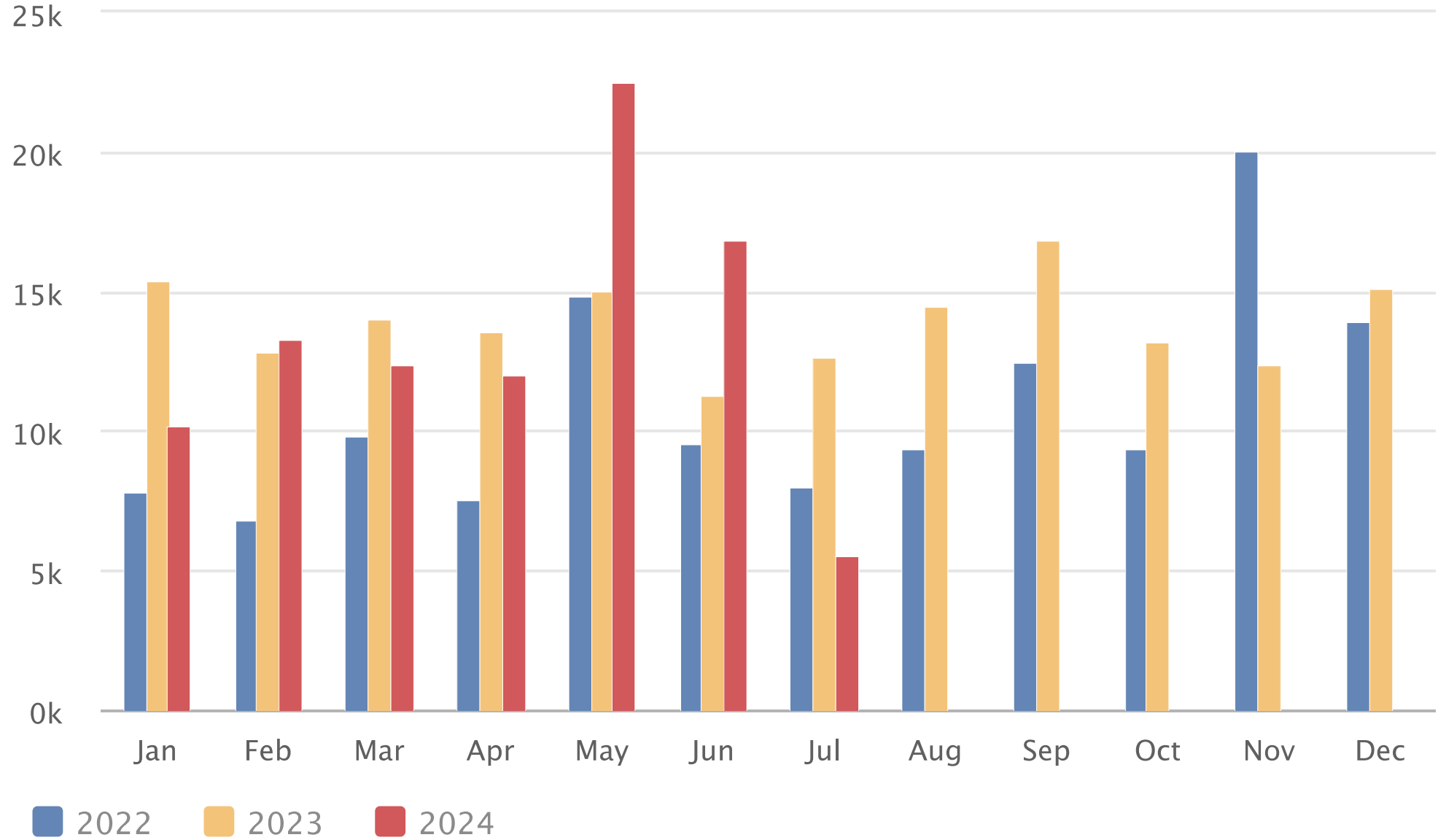
# MFC SNAPSHOT ANALYSIS – JUN 6-JUL 6 23 TO JUN 6-JUL 6, 24 COMPARISON

Section 3, Item A.

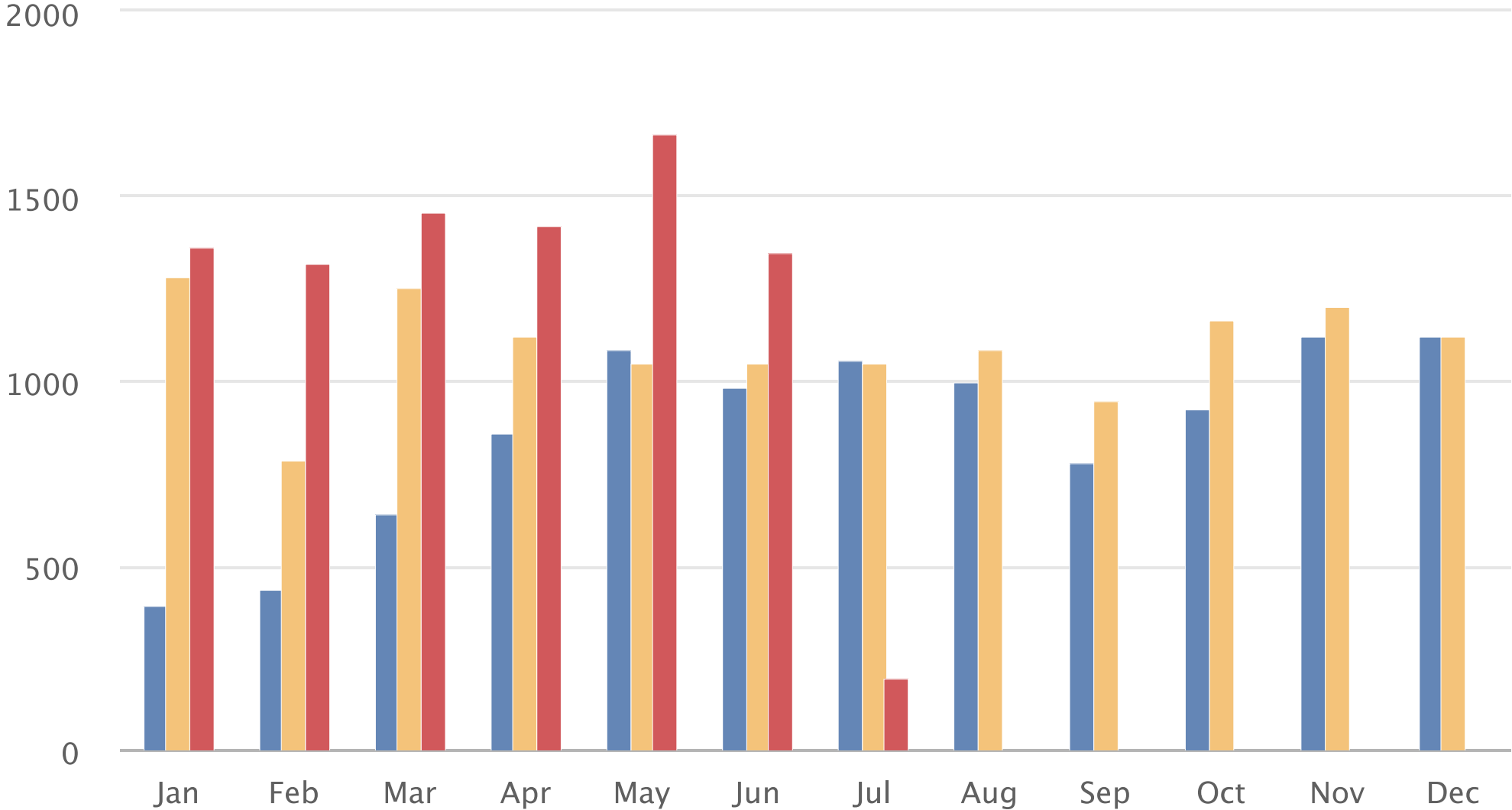
<b>Total Sales</b> ▲ 63% \$17,936	<b>Product Sales</b> ▼ 100% -- \$0	<b>New Contract Sales</b> ▲ 17% 27
<b>Online Bookings</b> ▲ 114200% 1,143	<b>Attendance</b> ▲ 23% 1,321	<b>First Visits</b> ▲ 120% 22



### Sales – Year Over Year



# Attendance By Month



2022 2023 2024



# OFFICIAL MINUTES

## Minturn Fitness Center Board Meeting

Tuesday, April 09, 2024

11:00 AM | Virtual Attendance Only

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### MEETING ACCESS INFORMATION AND PUBLIC PARTICIPATION:

This will be a virtual meeting with access for the public to attend via the Zoom link included.

Zoom Link: <https://us02web.zoom.us/j/87683977212>

**Zoom Call-In Information:** 1 651 372 8299 or 1 301 715 8592 **Webinar ID:** 876 8397 7212

**Please note:** All virtual participants are muted. In order to be called upon an unmuted, you will need to use the “raise hand” feature in the Zoom platform. When it’s your turn to speak, the moderator will unmute your line and you will have five (5) minutes for public comment.

### 1. CALL TO ORDER

The meeting was called to order at 11:05am by Board President Bryan Rooney

Board Members: Bryan Rooney, President; vacant, Vice President; Michelle Metteer, Secretary; Tiffany Hoversten, Treasurer; and Gust Kanakis

Absent. Note: Amy Roberts and Lynn Feiger were excused absent.

Staff Present: Tom Priest

Minutes by: Jay Brunvand, Town of Minturn Clerk

### 2. APPROVAL OF REGULAR AGENDA

Opportunity for amendment or deletions to the agenda.

Motion by Tiffany H., second by Michelle M., to approve the April 9, 2024 agenda as presented. Motion passed 4-0. Note: Amy Roberts and Lynn Feiger were excused absent.

**3. BOARD COMMENTS**

New members were welcomed and introduced.

Michelle M. noted how the Council appoints its representatives to this board after the election held every two years.

**4. STAFF REPORTS**

**A. 90-Day Reports**

Tom P. reviewed the reports and stood for questions. He noted several inconsistencies with renewals and actual attendance volume.

Michelle M. asked re the Tail Gating issue where one member holds the door for a second and only one member is counted. Tom P. stated he is informed when this happens and he is able to follow up with the members.

**5. BUSINESS ITEMS**

Items may be old or new and require review or action by the Board.

**A. 03-26-2024 Minutes**

Motion by Michelle M., second by Tiffany H., to approve the minutes of March 26, 2024 as presented. Motion passed 4-0. Note: Amy Roberts and Lynn Feiger were excused absent.

**B. Appointment of New Board Members**

As a result of the April 2, 2024 Minturn Municipal Election, the Town requests:

- Terry Armistead be removed as she did not run for Council and is no longer a Council Member.
- Gusty Kanakis will replace Brian Rodine on the MFC Board
- Lynn Feiger will replace Terry A. on the MFC Board

Motion by Bryan R., second by Tiffany H., to approve the Board Member changes as presented. Motion passed 4-0. Note: Amy Roberts and Lynn Feiger were excused absent.

**C. Financials Update**

- FY2024-25 Budget Presentation

Tiffany H. updated Gusty K. on how the budget is created and approved. She noted the fee structure and current financial status.

Michelle M. asked about financial transfers to the SSCV, this will be done in June. Michelle M. felt the fiscal transfer should happen in June and it should be noted that it be done prior to the next MFC Board meeting on 7/9/24. It was determined this transfer would be done on July 8 pending cash position review.

Tiffany H. noted the team drop-in income included the hockey team which is no longer using and therefore not paying. However, the MFC revenues are up over the previous fiscal year(s). Tiffany H. reviewed over all and specific expenses. She noted new this quarter is the Capital Reserve funding of \$15k which has been reflected in the P&L summary. This reserve will sit in a separate bank account for reporting purposes.

Michelle M. asked about the cleaning cost increases. Tom P. stated they have stepped up the cleaning and the gear maintenance. He noted the cleaning is much more comprehensive weekly, includes a semi-annual deep cleaning, and felt this is a strong improvement.

- FY2024-25 Budget Approval

Tiffany H. noted a modest overall revenue increase. She noted this is a membership increase combined with a fee increase. She noted the rate increase proposed would not increase the Minturn rate and is comparable to the Avon Rec Center rates. Discussion ensued as to how this might affect the members and how it will be presented to the public.

Tom P. detailed how the space of the facility is laid out and that there is no additional or unused space available.

Tiffany H. noted the reflected savings in the payoff of the sewer taps. This was a ten-year payoff and was completed in the 23-24 fiscal year.

Motion by Gusty K., second by Michelle M., to approve the FY2024-25 MFC Budget as presented. Motion passed 4-0.

Bryan R. noted how we have worked a long time to best utilize the facility space and thanked Tom P. for his efforts in making this change.

**6. DISCUSSION / DIRECTION ITEMS**

**A. Operations Plan Review**

The Operations Plan was reviewed as to updated status of items. Discussion ensued on water consumption and how potential changes can be made to review this goal. Tom P. noted they are working on the Reserve Study items/comments and have completed several to date. It was noted the MFC newsletter is an included section in the Town’s newsletter, there is not a sperate MFC newsletter. Bryan R. felt this was sufficient until we hear different from the members. Tom P. noted the Instagram account that also updates the membership.

**B. Board Retreat Discussion**

Michelle M. discussed this item. She felt a Mission Statement and high-level goal setting would be important. She felt identifying what the facility success looked like is an important objective. It was noted the exiting information is somewhat dated.

Michelle M. will work with Tom P. to set up a retreat between the 7/9 and 10/8 meeting.

**C. MFC Non-Profit Status (How to Leverage)**

It was discussed that the MFC is a 501c3 and has received donations in the past. Michelle M. noted that donors like to give to a tangible item such as equipment. This was discussed as to what items the MFC needs. Discussion ensued to work with Cindy Krieg at the Town to develop a donation campaign. Discussion ensued as to how best the Town and the SSCV would work together to provide support for this endeavor.

Direction was to proceed as discussed.

**D. Publication of Board Materials for Public**

Michelle M. stated this was a request from a previous meeting. She also noted that anytime there is a meeting with more than two town council members the meeting will need to be posted in accordance with the state laws. She shared how this current meeting and agenda were posted to the Town website. Bryan R. suggested they could possibly add the link from the Town website to the MFC website.

Michelle M. clarified that the town is required to post notice. She stated that since the town takes the meeting minutes we can post them on our website. Further, a page on the MFC website with board member profiles should be developed and placed on that website. Tom P. will review this and report back.

**7. FUTURE AGENDA ITEMS**

- Consider a Consent Agenda on the agenda. This would speed the housekeeping up as there is no discussion. If discussion is necessary, a board member may pull an item and have it placed in the business section.

**8. FUTURE MEETING DATES**

- July 9, 2024
- October 8, 2024
- January 7, 2025
- April 8, 2025

**9. ADJOURN**

Motion by Michelle M., second Gusty K, to adjourn at 12:32pm

These minutes were approved by motion on: \_\_\_\_\_