

**Community Center Authority
Minutes of Regular Meeting
March 14, 2017 at 4:00pm**

Present: Kim McElwee, Christy Marker, Doug Richey, Tray Harkins, Nate Williams, David Lawrence, and Mayor Brad Eales.

Absent: None

Also Present: Mayor Pro-Tem Sharon Powell, Community Center Director Jesse Hall, Community Center Facility Supervisor Brittanie Propes, City Manager Molly McGovern, Senior Center Director Denise Bedford, Interim Hospital CEO Nanette Houck and Authority Secretary Susan Conyers.

1. **Approval of Minutes:** Tray Harkins motioned to approve the February 14, 2017 meeting minutes. Doug Richey seconded. Motion approved.
2. **Discussion: Updates on Community Center:** Brittanie Propes, Facility Supervisor briefed board members on the updates since the last board meeting. Brittanie provided the authority with a membership report and cancellation report. Total # of units as of March 14, 2017= 1,738; February memberships sold= 268; Units sold to date in March = 139; and the main reason for cancellations was lack of use with 158 cancellations since the center opened in October 2016. She keeps track of each complaint. Most are complaints that can't be controlled. Some complaints for family memberships cancelled were that the center was too busy and crowded and the swim rules require a swim test before the child can be left in the pool. The membership report shows the center is on track to sell more units than last month. Brittanie discussed the free program offered in April which is a parenting series. There are three classes and they will begin April 11th. The first series is on Love & Logic. The next series of classes will coach participants on how to deal with their children. The center has scheduled a site visit from the Silver Sneakers sponsors in mid-April and were approved for Silver&Fit to be offered April 1st, hopefully. Brittanie has also spoken with AARP. They are hoping to offer all three options in the next couple of months: Silver Sneakers, Silver&Fit, and AARP. They have restructured some jobs and moved two part-timers to full-time hourly positions; Andrew Morris and Marie Mawby. Brittanie would like for everyone to give a Google review and rate the center on a 5 star scale. A gmail account is required to write a review. Director Jesse Hall will be staying on as the Community Center Director until April 1, 2018. He discussed that the center meets challenges every day, and the staff is wonderful to work with. They are all learning from each other every day. He is proud to see Excelsior Springs' graduates living and working in the community, promoting Excelsior Springs and the Community Center. Pickleball has received an overwhelming response. Members are teaching other members and guests the game and spreading its popularity. The staff is breaking the needs down into categories by age. The center is reaching out to other facilities such as preschools, middle schools, etc. to best meet the needs of those categories. Jesse has been meeting with Treehouse Foods, the Hospital, Waller Trucking, etc. They are looking for ways to volunteer. A meeting will be scheduled to reach out to business partners throughout the community looking to give back. Jesse has reached out to fire and police to put an emergency plan in place. Concerns are heard and the center is being proactive in finding solutions. Deanna Baxter will be coming on board with Kayla Einerson and they will be working on after school programs and summer programs. Nate Williams, Park & Recreations, and the Community Center will be working together to host a Family Fun Day with

activities and inflatables. A middle school advisory group has been formed with members from Lawson, Orrick, and Excelsior Springs schools to build stronger intermural programs. Molly mentioned she heard a comment from out-of-towners that the Excelsior Springs Community Center was the friendliest center around and they prefer coming here. Jesse added that it is the staff and patrons that extend their friendliness to everyone, making it a great atmosphere. Mayor Eales noted that a couple looking to purchase a home decided to buy here in Excelsior Springs after visiting the Community Center. The staff was thrilled to show them around. The visit and tour was such a success, the couple didn't need to look any further. Kim McElwee informed the board that the center is invaluable and real estate has grown because of it. People wanting to lead a healthy lifestyle want to be minutes from the center. She added that everyone needs to work on marketing and utilize the center as an asset to promote the community. (Mayor Eales had to leave at 4:25pm for an emergency.) Jesse said he met with some middle school and high school students at a snack and learn. One student said they were tired of people making fun of Excelsior Springs, and another student said to quit apologizing and begin bragging about Excelsior Springs. Jesse sees the enthusiasm being passed down and he sees some strong leaders in our younger citizens.

- 3. Discussion: Health and Wellness Events & Programming:** Molly informed the board that there are many programs within the community that are offered separately and it would make sense to coordinate their efforts to bring together the agencies and programmers. Nanette Houck with the Excelsior Springs Hospital, and Denise Bedford with the Senior Center were both present to discuss the overlapping of programs and the need to work together on the communication and scheduling of programs and events. Molly thought a subgroup might be formed out of this committee. This is a great opportunity to discuss the calendar, programs, marketing, etc. to find the best way to reach out to the different audiences. Nanette sees a lot of opportunity when it comes to working together and creating synergy. Denise works with At Home Health and the UMKC Students Pharmacy. Mayor Pro-Tem suggested meeting quarterly to coordinate programs. Nanette thought vaccinations might be a good start and is open to discussing locations. Jesse said Brittanie had the idea to use a monitor to continuously display different community events and market the various groups, instead of a bulletin board. Christy Marker asked what most people are interested in learning about. Brittanie responded with nutrition as being a popular topic. Doug Richey added that the aging population and taking care of elder parents and family members would be a good topic. Christy said the Hospital offers a course on dementia. Sharon said her generation needs to know what is available for older parents and it needs to be passed along to the younger generations to inform them of what is available. Nanette said everyone needs to work together to gather the information needed. Denise has heard concern of there not being enough senior housing. Kim discussed there being a large population that are no longer home owners. There is a large demand for apartments, duplexes, or attached housing with no/low maintenance living that may or may not be age restricted. Jesse mentioned the need to reach out to groups that usually don't come to the Community Center. He doesn't want to see duplication, and that is why there is a need for subgroups. Kim has questions on "parenting" parents and how to do that while still being respectful. Denise stated that people just need to be careful of their wording so they don't offend seniors. Jesse added that our Senior Center is a valuable resource. Nanette asked if surveys have been used to ask the seniors what they would be interested in exploring. Denise answered yes and that Cindy from MARC was recently at the senior center and they would like to bring in baby boomers with providing a salad bar. There is a need for funds to buy the equipment, so Denise will be finding partnerships to help. Denise will poll the seniors to see if

they are interested. Jesse offered to work with Denise and Nanette to set up a meeting at the Community Center or Hospital.

4. **Comments:** Kim McElwee notified the board that the tourism site www.visitexcelsior.com has had roughly 3 million hits in 2 years and the Community Center was just added to the site. Everyone in the city needs to be linked together on their websites to further promote the available options the city has to offer; for instance DEP, Chamber, and City websites. Sharon noted that the Plaza is a good place to promote Excelsior Springs. The Community Center could display rack cards. Kim said the city needs more places to stay, like bed and breakfast destinations. Jesse gave an update on other concerns that have been addressed. The stainless steel hatch was primed and painted the same color as the vents. Two lockers had the locks cut and the contents will be held onto until they are picked up by the owners. A pipe was not primed correctly and has since been primed properly so the paint is not chipping off or rusting. The pound class has been given sticks with rubber tips so no further damage will be made to the wood flooring. A contractor came out to look at the floor and said there is no permanent damage and scrapes or dents can be buffed out. Kim has heard concerns about landscaping. Jesse will look into it being under warranty and suggested reaching out to a sorority or other groups here in town to volunteer to help. They may need to change the size of rock in some areas of the parking lot. Sharon asked Denise about the senior class using the workout room. Denise said she uses the senior center funding to pay for the instructor, but that it is still an open class. Doug Richey said there needs to be a sign on the corner that has better visibility from the road. Molly will discuss with Jesse a monument sign being placed at the entrance. Doug also had interest in getting gift cards or certificates and personal training sessions to donate to non-members as gifts or for Chamber drawings. Brittanie explained that the gift certificates cannot be applied to a membership unless signing up and paying for a fixed term because of the payment system being an automatic monthly payment system. They would need to surrender the certificate and pay the remaining total instead of being set up for an automatic draft. They do offer 3, 6, or 12 month memberships for seniors. Brittanie handed out flyers for the Co-Ed Volleyball League and Kids Night Out: Drive-in Movie Night.
5. **Adjourn:** The meeting adjourned at 4:59 pm. The next meeting is scheduled for Tuesday, April 11, 2017 at 4:00 pm.

Susan Conyers
Authority Secretary

**Community Center Authority
Minutes of Regular Meeting
May 9, 2017 at 4:00pm**

Present: Christy Marker, Doug Richey, Tray Harkins, Nate Williams, David Lawrence, and Mayor Brad Eales.

Absent: Kim McElwee

Also Present: Community Center Director Jesse Hall, Community Center Facility Supervisor Brittanie Propes, City Manager Molly McGovern, and Authority Secretary Shannon Stroud.

1. **Approval of Minutes:** David Lawrence motioned to approve the minutes of the April 11, 2017 meeting. Nate Williams seconded. Tray Harkins abstained. Motion approved.

2. **Discussion: Updates on Community Center & Events:** Brittanie Propes, Facility Supervisor provided the authority with a membership and cancellation report. This showed 1,835 active members in April, 1,911 at the beginning of May, and 1,960 currently. Most cancellations were due to the lack of use, and the majority were family packages. Some members are switching to a Silver Sneakers or Silver & Fit membership that is now offered. This summer the center is offering college memberships. They just require \$75 for 3 months with a valid student ID. The center's staff is working on use of space to accommodate congestion. They are getting ideas for an expansion and meeting different groups to hear their thoughts. They are also working with the Clay County Health Department to offer STD screenings. The Community Center continues to work with the hospital to provide various educational classes.

Jesse Hall, Community Center Director briefed the board on meeting with the architect for ideas on a possible expansion. The center continues to meet people from surrounding communities. Swim lessons have switched to alternating schedules. The Community Challenge is a seven week competition that will start in August and end on Homecoming Saturday.

Nate Williams, Director of Parks and Recreation, has found a program at teamsideline.com/excelsior. It can also be utilized by the Community Center to assist with the scheduling of leagues, fields, calendars and locations.

3. **Comments:** Christy Marker asked if anyone has checked into cancellations and if "lack of use" is truly the reason, or if those members have been using the facility and maybe haven't disclosed the true reason for cancelling. She also asked about the budget. Jesse will be looking at the budget, and now there will be a better way to predict what is required for 2018. Jesse also discussed that the landscaping is being worked on.

4. **Adjourn:** The meeting adjourned at 4:45 pm. The next meeting is scheduled for Tuesday, June 13, 2017 at 4:00 pm.

Susan Conyers
Authority Secretary

**Community Center Authority
Minutes of Regular Meeting
June 13, 2017 at 4:00pm**

Present: Christy Marker, Kim McElwee, Tray Harkins, Nate Williams, and Mayor Brad Eales.

Absent: David Lawrence and Doug Richey.

Also Present: Community Center Director Jesse Hall, Community Center Facility Supervisor Brittanie Propes, City Manager Molly McGovern, Mayor Pro-Tem Sharon Powell and Authority Secretary Susan Conyers.

1. **Approval of Minutes:** Tray Harkins motioned to approve the minutes of the May 9, 2017 meeting. Christy Marker seconded. Kim McElwee abstained. Motion approved.

2. **Discussion: Updates on Community Center & Events:** Brittanie Propes, Facility Supervisor provided the authority with a membership and cancellation report. The center is at 1967 net memberships year to date. There were more new packages purchased in May than in April. Andrew and Brittanie are working on narrowing down the reasons for cancellations. The monitors displayed pictures taken during Summer Day Camp. Elementary students read to some of the seniors from the Senior Center. In turn, the seniors went to the school to tell about their history. Some other activities were relay races and sidewalk chalk art, and middle school students will be at the center on the 20th through the 22nd. In regards to the expansion, Brian Garvey is working on conceptual drawings for Phase II. A tentative timeline shows an outdoor pool available by Memorial Day of 2019. Quarterly lunch and learns with surrounding school districts have been positive. 50 Days of Summer is getting the staff involved with designing shirts for members who reach a certain amount of punches on their card. The first day of sign-ups for swim lessons showed 12 of 60 spots filled. Swim lessons are bi-monthly. Kids Night Out will be Saturday, June 17th. A teen or tween night out may be a possibility in the future.

Jesse Hall, Community Center Director had a couple from Kearney speak to the students at Lewis Elementary. The couple is looking to move to Excelsior Springs since they spend most of their time at our Community Center. The facility has been a great draw for those looking at real estate in the area. There was discussion about Kearney wanting a community center.

3. **Comments:** Christy Marker asked about lessons or instructions for pickleball. Jesse mentioned the game is so popular, there is a magazine publication devoted to pickleball.

4. **Adjourn:** The meeting adjourned at 4:38 pm. The next meeting is scheduled for Tuesday, July 11, 2017 at 4:00 pm.

Susan Conyers,
Authority Secretary

**Community Center Authority
Minutes of Regular Meeting
July 11, 2017 at 4:00pm**

Present: Christy Marker, Kim McElwee (arrived at 4:33pm), Tray Harkins, Nate Williams, and Dr. Dan Hoehn.

Absent: Doug Richey and Mayor Brad Eales.

Also Present: Community Center Facility Supervisor Brittanie Propes, City Manager Molly McGovern, Mayor Pro-Tem Sharon Powell, and Authority Secretary Susan Conyers.

- 1. Approval of Minutes:** Tray Harkins motioned to approve the minutes of the June 13, 2017 meeting. Nate Williams seconded. Kim McElwee was absent at the time of voting. Dr. Dan Hoehn abstained. Motion approved.
- 2. Discussion: Updates on Community Center & Events:** Brittanie Propes, Facility Supervisor provided the authority with a membership and cancellation report. The center is at 1994 net memberships year to date. Some comments with cancellations have been that it is too easy to cancel and that the members plan to come back. Sharon Powell suggested an incentive for long-term sign-ups. Christy Marker suggested an incentive be given after one full year of membership. There was discussion about memberships on hold and various fees that may be applied in the future to avoid cancellations. Dr. Dan Hoehn complimented the staff at the front desk while he and his wife signed up.

Brittanie explained the "Community Challenge" coming up. It will begin August 7th and end around Homecoming. Some team participants include the Pasta Plant, Hospital, Fire, and Police. Jesse Hall met with the High School and Middle School advisory members. They discussed early-outs on Wednesdays and the new Flex Schedule. Students may be offered membership by semester. Jesse will also be meeting with the architect, Brian Garvey. The board discussed bringing back a steering committee or planning committee for Phase II of the Community Center. Nate Williams suggests including Ashley Taylor, Aquatics Supervisor, in the discussions and planning. Brittanie also mentioned Coffee with Cops at the Community Center, and the monthly Kids Night Out would have a Fire and Rescue theme this time. Swim lessons are full again. Christy Marker discussed the Senior Center being licensed as a cooling center, but the address needs to be updated to the new Community Center's address. Brittanie also discussed some changes to the group fitness schedule.

- 3. Comments:** Molly McGovern commented that the Kids Night Out seems very popular. Brittanie has questions on taking donations for food provided at events. Molly suggested asking Steve Marriott. Sharon Powell mentioned she was informed of a maintenance issue in the Men's Locker Room. Brittanie explained that Rob was gone, but that the rest of the staff will delegate his duties to ensure they get done. Molly stated that Jesse Hall has hired a custodian. There were comments made about party room rentals and not competing with the other event spaces in town.
- 4. Adjourn:** The meeting adjourned at 4:54 pm. The next meeting is scheduled for Tuesday, August 8, 2017 at 4:00 pm.

Susan Conyers,
Authority Secretary