

**Kewaunee Health and Fitness, Inc.**  
**Board of Directors**  
**September 4, 2019**

The regularly scheduled meeting of the corporation's board of directors was called to order at approximately 6:05 p.m. on September 4, 2019 at the Fitness Center. A quorum was present. Jessica Paplham, Terry Dammen and Ephran Rivera were present as guests. The minutes of the previous meeting were reviewed by the directors and upon a motion made and duly seconded the minutes were unanimously approved.

After introductions for the benefit of all present, Ms. Paplham reported on her efforts to update, organize and audit the membership database. The database has been purged of old, duplicate and otherwise irrelevant records and billing / charge rates verified for each member. A likely revenue increment of approximately \$400.00 per month was noted.

The directors discussed the separation of donor and member databases both to better allow for accurate accounting and to facilitate fundraising. There was also colloquy on outreach to non-member participants (primarily the martial arts and swimming offerings) and better tracking of inactive members.

The directors were unanimous in their appreciation and thanks for Ms. Paplham's efforts.

At approximately 6:45 the directors began a discussion of the 2020 Mid-Winter Gala. Discussion was had regarding a move to Heritage Farm and a change in format and entertainment. Under Terry Dammen's guidance the directors agreed on the change in venue, a date of January 25 and the selection of Rick Kinstetter's polka band and Jeff Stoeger for entertainment. The directors further discussed the solicitation of event sponsors and set in motion plans for more detailed planning by the appropriate committee. At approximately 7:15 Terry Dammen left the meeting.

The directors discussed recent requests for donations and approved a bucket raffle contribution of a six month family membership. They also discussed approaching Kewaunee Young People's Theater / Hurray for Hollywood for participation in the funding of a new electronic sign and message board to be placed along highway 42 in front of the Fitness Center.

The financial statements for July and August were reviewed. It was noted with great satisfaction that the corporation achieved positive cash flow during the summer months, likely a first in the center's history.

Brief discussion was then had relative to a variety of topics: the possibility of installing circulating fans in the gymnasium, the September 28 Healthy Kewaunee family walk and the October 3 Senior Fair, a transition of the martial arts program to a 1099 basis for the instructors and the board's response to Ms. Mary Taylor's recent letter. The directors also noted the income of \$602 from food sales at Music in the Park and the progress on the sale of raffle tickets ahead of the October 19<sup>th</sup> drawing. As of this date approximately 275 tickets have been sold against a target of 500.

The monthly Manager's Report noted:

- Scheduled completion of the new handicapped parking spaces by October 31;
- The addition of a twice per week cardio kick boxing class;
- The return of the spin classes twice per week;
- Updates on staffing;
- The possibility of pinning a class schedule to the center's Facebook page; and
- The donation by generous members of funds sufficient to purchase a new back extension machine.

Finally, the directors noted the need to consider the retirement of the current swim instructors and to a revised of capital improvement needs for 2020 and beyond.

There being no further business to come before the directors upon a motion duly made and seconded the meeting was adjourned at approximately 8:15 p.m. The directors' next regular meeting shall be Wednesday, October 2, 2019 at 6:00 p.m. at the Fitness Center.

Respectfully submitted,

Arthur Schiller  
Secretary