

Kewaunee Health and Fitness, Inc.
Board of Directors
September 1, 2021

A meeting of the corporation's board of directors was called to order at approximately 5:30 p.m. on September 1, 2021. A quorum was present, and the agenda was approved.

Jarrod Bunyard, candidate for the position of General Manager, was present by invitation. Mr. Bunyard and the directors had a general discussion regarding the position as well as the opportunities and challenges facing KHFI. The discussion covered such other matters as community perception of the fitness center as well as the manner in which a management transition might be handled. Mr. Bunyard left the meeting at approximately 6:30 p.m.

Immediately afterward, on a motion duly made and seconded, the directors agreed to offer Mr. Bunyard the position of General Manager, at an initial salary of \$16 per hour with the expectation of thirty to forty hours of work per week. Mr. Bunyard was to start at his discretion but in sufficient time to provide for a smooth transition prior to October 1, 2021.

The minutes of the prior directors' meeting of August 9, 2021, were presented and by a motion properly made and seconded were unanimously approved.

There was limited correspondence for the preceding period. The directors unanimously agreed participate in fundraising for the Storm Snack Pack Program. KHFI's goal will be to raise \$600 from its members for the program. The directors also unanimously agreed to renew membership in the Kewaunee Chamber of Commerce and to purchase a half page advertisement in the 2022 visitor's guide for the sum of \$225.

The directors discussed the addition of Michell Hinson to the staff. Ms. Hinson will staff the front desk on Wednesday and Thursday and will also provide input and assistance in the areas of fundraising and social media. Ms. Hinson recently relocated to Kewaunee and has considerable professional and educational training in not for profit management and fundraising.

Mary Novak reviewed the final work-product from the strategic planning initiative as well as next steps. Also, discussion was had on the preparation and submission of a final grant report to the Greater Green Bay Community foundation, the project benefactor. The directors were unanimous in their thanks to Ms. Novak for her efforts leading the initiative.

The directors briefly discussed developments relative to COVID-19 and efforts to impede its spread within the community. This matter will be under continuous review as circumstances warrant.

Brief mention was made as regards the following events:

- KHFI's participation in Music in the Park provided a \$952 profit from food sales. In addition, \$430 in raffle tickets were sold;

- A farewell reception for Marti Patterson will be held at the fitness center on September 27 at 8 a.m.
- The Senior Resource Fair sponsored by the Kewaunee ARDC will be held on October 7. KHFI will staff one of the tables and will also provide information regarding the Kewaunee senior center;
- The annual member meeting, member / volunteer appreciation chili potluck and Fall raffle drawing will be held on October 10. The event will start at 4:30 p.m. with the program starting at 5:15 p.m. to be followed by the raffle drawing at 5:30 p.m. and the member meeting at 5:45 p.m.

Discussion was had regarding the possible restart of the Mind and Body Program. This will be addressed at future meetings.

The Manager's report noted the successful repair of the air conditioning unit. The status of the grass replacement was noted and the need for bids for winter snow and ice removal was noted.

Concluding, the directors agreed to next meet on October 6, 2021, at 5:30 pm. The meeting was adjourned at approximately 7:40 p.m.

Respectfully submitted,

Arthur Schiller
Secretary