

# MHOSC, LLC

May 3, 2021

## Meeting Minutes

1. Call to order – 12:08pm (Lisa, Sandra, Shawn, Chris, Bob (12:10 pm))
2. Approval of March minutes – Motion to approve by Lisa, Sandra 2<sup>nd</sup>. Approved.
3. Fields update – Mike told Shawn it is time to fertilize. Shawn said that with the increase in activity, he needs a second field prep person on Fridays. A sub group of the board will meet with Mike to develop field care plan. Bid for field care will be reviewed, but Shawn believes Mike is still the best option. Sandra will provide SVSC field maintenance plan. All sprinklers have been fixed and checked with Kevin. Staff is doing a monthly check of all sprinklers.
4. Financial - **Sandra made a motion to authorize spending of up to \$3000 via email with a majority vote of the member agency representatives. Lisa 2<sup>nd</sup>, Bob approved.** Chris stated he will add outside votes to minutes.

Sandra is trying to reduce the number of uncategorized entries. The new Adminbooks manager seems easy to work with and has suggested an \$850 a month plan for MHOSC. **Sandra made the plan change motion, Lisa 2<sup>nd</sup>, Bob approved.** Sandra is getting a training proposal from Adminbooks for staff on data entry and will review the complete Adminbooks process.

Shawn advised he needs more time for administrative responsibilities. Lisa asked if we need to use other staff, as needed, to make sure admin work is completed in a timely manner? Shawn said he doesn't have enough support staff yet for time to do admin work.

Shawn discussed some lighting issues and Bob suggested a remote light access which Shawn does have for the new light towers, but not the old ones.

Shawn was asked to develop a plan and what he needs so he can be successful.

Adminbooks can run different reports by any calendar breakdown with the info they have from us. David Brandy is doing the SVSC taxes for \$2400. Sandra suggested he do the MHOSC taxes. Our taxes are due May 17 and we will need an extension.

**The board discussed a fee hike of approximately 5% based on whole dollar numbers. Sandra made that motion for July 1. Lisa 2<sup>nd</sup>, Bob approved. The City approved based on the fact that this is the first increase in two years. (3/3 split in one increase)**

Shawn advised that no Covid invoices had been sent out to the users, but he will begin that process. He believes that the surcharge will yield approximately \$4000.

5. New Income – Several new users are using the MHOSC. There is a new Lacrosse user that has several games schedule for the end of the month. With a contract in place for a major Lacrosse event, okay to buy goals by May 22. First Lacrosse tournament is scheduled for end of July.

Lamanto house rent to increase to \$2000 if another adult resides in house.

Movie night paid MHOSC \$500 and made approximately \$800.

Invoicing is in process for use.

We discussed parking fees. OVYSL and Flag football does not pay. Should we create passes for local users? Chris explained how OVYSL used Dutchman's for passes in the past.

Food to do a soft relaunch if possible.

6. Events – Freedom festival discussion in process. Freedom fest will pay MHOSC \$8200. The Freedom fest stall will manage parking and road closures.

We discussed thresholds for Marshals. No final decision made.

Shawn said the schedule is viewable in ESOFT.

7. Project Updates

- a. How To Manuals – Still in process
- b. Cell tower install/profit share – still in negotiations between city and ATT
- c. Ref Shed – holding pattern
- d. Lights – Amy working with Shawn
- e. Turf – **Lisa made a motion to enter a three year contract for turf repair for a total of \$16,500. Sandra seconded. Bob approved.**

8. New Business – Cricket has asked if the lawn can be mowed at 1”.

The overflow parking lot needs maintenance. Chris and Lisa to handle.

*Bob left meeting at 2:07pm.*

New ice maker, estimated to be \$2500-3000.

Shawn explained a new Gator is needed and he will get quote. To repair the current one will be approximately \$3000.

9. Old Business – None

10. Adjournment – 2:23 pm