

**Faribault County Fitness Center Board**  
**Minutes**  
**Wed Feb 11<sup>th</sup> 2015 @ 5:00 PM.**  
**At**  
**Faribault County Fitness Center**

**Call to order:**

Travis Preuss called the meeting to order at 5:05 PM.

**Roll Call**

Members present: Chris Ankeny, Norm Hall, Travis Preuss, and Joe Fering. Staff members, Tim Ibisch, Michelle Hall, and Councilman, Russ Erichsrud. Absent: David Lein, Matt Dikken, and Brent Haase.

**Minutes**

Minutes from Nov 24<sup>th</sup> 2014 were reviewed and a motion was made by Fering to approve the minutes, 2<sup>nd</sup> by N Hall, all approved. **Motion carried.**

**Old Business:**

- a) Budget: The board review the budget for 2014/2015
- b) Water cooler: The board had asked about a water cooler for the west end of the Fitness Center and Lein has found one to be installed.

**Building:**

- a) Safety Inspection review: Chris Trembley Regional Safety Coordinator did a walk though of the Fitness Center late Jan. and found some safety issues that needed to be corrected. A safety and health related inspection was started on 1/21/15 at the Blue Earth Fitness Center. This was done as a routine activity of the safety program. Several suggestions and recommendations were made for you to consider in establishing your maintenance priorities.

**Electrical Panel Clearance**

2015-1. Clearance in front of electrical panel needs to be maintained. Floor base fan was place in front of panel.

Done

**Emergency Lighting**

2015-2. Covered emergency lights (tennis court area) need to be inspected for workability. Done

**Housekeeping aerobics room closet.**

2015-3. Hot water heater closet room needs up keep around gas H2O heater Done

**Fire Extinguishers Need Monthly Inspection**

2015-4. Records of extinguisher inspection and maintenance efforts should be kept on site. Records maintained to show at least the previous 12 months inspections

2015-5. OSHA requirements mention the travel distance between fire extinguishers being no more than 75'. Currently one extinguisher exists in the weight area near front door. Done

**Fabricated gate in upper level tennis court area**

2015-6. Cotter pins should be inserted to ensure gates cannot be lifted off hinges

**Ladder Storage**

2015-7. Store straight and extension ladders on a rack to avoid damage to the ladder from falls. Done

**Unprotected Overhead light**

2015-8. Overhead lighting: Incandescent or fluorescent bulbs should be protected in areas where there is a potential they could be struck and shattered. The storage closet where weight room was previously located up stairs should be protected.

**Material Safety Data Sheets MSDS record keeping**

2015-9. A record of hazardous materials should be kept and maintained on site. An inventory of hazardous materials in the building should be conducted. SDS (Safety Data Sheets) should be collected and kept in a three

ring binder .The intent is to inform employees about the hazardous substances they may encounter in the workplace. **Done**

#### **Automated External Defibrillator (AED)**

2015-9 .Battery needed, monthly inspection and alarm turned on with (key). **Done**

The Board will look into the upstairs light covers once we decide what we plan to do with the area.

- b) Weight Equipment paint: Hall reported that all the weight racks have been painted by the public works dept and they will also help with the painting of the cable equipment when time allows.
- c) The board would also like to get some input on the bay ceiling over the upstairs area (cost to recover that bay like we did over the tennis court.) And maybe a cost to enclose the upstairs area for future capital expense.

#### **New Business:**

- a) Capital (equipment): The board reviewed the list of options for 2015 capital equipment and Fering made a motion to spend \$14,310. Of the \$20,000 Capital budget, on a Portable sound system \$300. Indoor Golf net \$1000. Eight spin bikes \$8000. Dip/pull-up \$500. Adjustable incline bench \$410. And a Treadmill \$4100. 2<sup>nd</sup> by N Hall, all approved. **Motion carried.**
- b) Hall reported to the board that accounts receivable books are not getting done and requested some extra help for that. The board would like Hall to look into what other clubs are using for accounts receivable and the cost for the software, along with the possibility of hiring a part-time bookkeeper.
- c) Parking: Was reviewed there are many nights that the Fitness Center doesn't have adequate parking. The board would like to look at the building plans to see if there are schematics on the plans for parking. Ankeny also had some information from George Williams Paving out of Rochester we could call for suggestions, and the board asked if the City engineer could offer any advice.

**Programming:** Tabled at this time

#### **Other Business:**

#### **Adjourn:**

Next Meeting mid March 2015

Meeting was adjourned at 6:10 PM.

Submitted by:

Michelle Hall Director/Sec/Tres.