

**Kewaunee Health and Fitness, Inc.**  
**A Wisconsin not-for-profit corporation**

**Minutes**

A meeting of the Board of Directors of Kewaunee Health and Fitness, Inc. was held on July 13, 2016 at the offices of the company. The meeting was called to order at approximately 5:00 p.m. Directors S. Schiller and Busch were absent. All other directors were in attendance and a quorum of four was present.

Upon a motion duly made and seconded the minutes of the directors' meeting of June 7, 2016 were unanimously approved.

The directors discussed issues presented by the present condition of the HVAC systems and equipment present in the building. It was the consensus of the directors that steps be undertaken to both improve air flow within the building and to ascertain next steps for the repair and possible rehabilitation of the systems.

Director Stephanie Shikoski presented the manager's report for the preceding month. Ms. Shikoski highlighted new class offerings for members and led a discussion of possible additions to the fitness schedule.

The directors heard reports relative to building operations and discussed a possible member clean up weekend for later in the summer or early fall. The directors also discussed membership development concepts offered by the membership committee including the potential use of a "first day of school" flyer presenting membership opportunities and class offerings.

Mention was made of the use of old chlorinating tablets in the mechanism feeding the hot tub. The directors were agreed that all old tablets should be disposed of and appropriate steps taken to restore proper chemical balance in the hot tub.

The directors reviewed the financial statements for the recent period. It was agreed that financial and membership trends would become easier to spot and analyze as more time passes. It was the consensus of the directors that a more formal budget be developed by approximately the six month mark following the acquisition of the building and grounds or approximately November 1, 2016.

Mention was made of a possible "cross-connect" problem relative to the building's water service. Ms. Shikoski will follow-up with the City of Kewaunee to better understand the possible issue and the appropriate remedy, if required.

The directors agree to meet again on August 3, 2016 at 5:00 p.m. at the offices of the company.

There being no further business the meeting was adjourned by unanimous consent at approximately 6:15 p.m., CDT.

Respectfully submitted,

Arthur J. Schiller