

# Roscommon Metropolitan Recreation Authority (RMRA)

September 18, 2019

The meeting was called to order by Chair S. Jock at 7 p.m. at the CRAF Center

Board Members Present: E. Hart, C. Hutek, Derek Smitz, S. Jock, C. Allen Excused: K. Williams

Guests: Tracy Bosworth & Tom Dale (Gahagan Nature Preserve), Lori Mattingly (Christmas in the Village), Pam Tucker (AuSable River Center & Christmas in the Village)

Public Comment: None

Minutes of July 16, 2019 and August 21, 2019 approved as presented, motion C. Hutek, 2<sup>nd</sup> E. Hart. Motion carried.

Treasurer Report – Attached. Motion to approve as presented C. Allen, 2<sup>nd</sup> D. Smitz, motion carried.

Payment of Bills: None

Correspondence: None

## New Business:

- Formal Name Change to Roscommon Area Recreation Authority (RARA). Articles of Incorporation (AOI) and By-Laws were approved by the Roscommon Village Council September 9, 2019. Higgins Township has tabled action on this and will have their attorney reviews the AOI and By-Laws before making a determination. The Village of Roscommon has pledged \$20,000 to RARA. We will continue to use RMRA until the AOI and By-Laws are approved by the State of Michigan.
- As per our AOI and By-Laws our fiscal year will begin January 1 and end December 31. Budgets will be due in November.
- S. Jock will advertise for a 7<sup>th</sup> board member. The current six have been appointed by the Village and Township. This board member must be a resident of Roscommon and will be approved by the current board.
- Roscommon Rotary and RMRA (RARA) will collaborate on the completion of Metro Park. Rotary will commit to a multi-year plan with financial assistance for Park completion. Plans discussed include pickle ball courts, toddler play area, parking lot, and possible water feature. Private donor funds and RMRA funds will also be used.
- Metro Park Bathrooms need complete renovations prior to year's end. Discussion included epoxy floor, wall painting, trim out the doors, tall toilets, sinks and fixtures.
- Director role, job description and position requirements were discussed. Duties and qualifications would include, but not limited to contact person for RARA entities, communicate effectively orally and in writing, research, identify and write grants, computer literate, knowledge of accounting procedures (QuickBooks), prepares with assistance of the RARA a budget for all areas under the parks and recreation department, networking and use of social media (FaceBook and Twitter), community calendars, outreach of community events, attend community meetings, seek out events to enhance our community, Gazebo concerts. This individual would promote interest in parks and recreation programs through publicity, joint program brochures with the chamber of commerce, community groups and organizations; coordinate recreation programs within the CRAF Center as well as outside organizations such as school districts and various community based organizations; review program areas, implement changes or new programs to meet recreation needs of the community; develops, maintains and implements a current parks and recreation master plan. Our goal is to heighten recreation which in turn will boost area economic growth and development.
- Salary range will be \$35,000 - \$40,000 with no benefits.
- Financials & Bookkeeping: Do the current entities of RMRA stay together or separate, in regards to each entity holding their own set of books and banking accounts or combine all accounts and funds under RARA. S. Jock will get an opinion from Jim Anderson. Gahagan Nature Preserve, AuSable River Center and Christmas in the Village will hold discussions with their individual boards. Each entity will have to decide which would be more beneficial. No lease management agreements will be necessary. P. Tucker asked

where funds would go if an entity disbands. J. Jock will get an opinion in regards to this, so there is no question as to funds.

**Christmas in the Village (CIV)** – (L. Mattingly) All is a go for the annual event to be held Saturday, December 7, 2019.

**AuSable River Center** – (P. Tucker) – The meeting room is being used a lot.

**Gahagan Nature Preserve-** (T. Bosworth) – October 13rd Gahagan will hold it Open House from 1:00 – 3:00 p.m. This will include a Salsa contest. Four camps were held over the summer. A Home Depot grant, with the assistance of the Depot Crew added a split rail fence. Future plans include expanding the parking area..

**CRAF Center** – (S. Jock) – Pickle Ball courts (floors) have been refinished; Astro Endurance has been added to CRAF Center activities upstairs. New door push bars discussed and if we can make them work will be ordered using a PAR Plan grant.

Adjourn – Motion to adjourn C. Hutek, 2<sup>nd</sup> D. Smitz. Meeting adjourned at 8:47 p.m.

Respectfully submitted,  
Connie Allen, Secretary