



Roscommon Area Recreation Authority (RARA)

March 20, 2024

The meeting was called to order by Chair S. Jock at 7:00 p.m. at the AuSable River Center.

Board Members Present: Connie Allen, Steve Hines, Cheri Hutek, Hunter Mires, Sue Jock

Members at Large: Jim Fisher & Chase Schepke

Excused: Eric Hart, Derek Smitz

Guests: Jory Klumpp, RARA Director; Joe Hudson & Rose Czech, Roscommon Train Club

- **Public Comment:** Rose Czech - Silver Sneakers now runs 4 days a week, 40 participants, and all positive comments for this program.

Minutes of the January 3, 2024 meeting minutes were approved as presented, motion C. Hutek, 2nd H. Mires, motion carried.

Treasurer Report – Attached, motion to accept C. Allen, 2nd S. Hines, motion carried.

Correspondence: None

Old Business:

- Early Release Program – The program takes place the 4th Monday of each month for the early release of Roscommon Area Public Schools; grades 1-4; maximum of 30 students; transported to the CRAF Center by school bus with prior parental consent. Program is sponsored and ran by MSU Extension, Gahagan Nature Preserve and the CRAF Center. 14 to 18 Students have been in attendance. Program is well attended
- Roscommon Quilt Trail – two ‘quilts’ were reviewed; one will be placed on the River Center, the other on the CRAF Center. This will encourage Quilt Trail tours in our area, supporting local restaurants and businesses. DDA covers the cost.
- Metro Park Spring Maintenance – Rebekah Seelow, Little League President, has set up groups to renovate and clean up the ball fields, working every Saturday. League registration has begun. New bases are needed, C. Allen motioned, 2nd H. Mires to purchase new bases for the ball fields at a cost of \$1,438.73, motion carried.

New Business:

- CRAF Center – Received a grant from Roscommon Rotary Club for a stage/platform for program and event use.
- Metro Park Renovation – Received a commitment letter from Roscommon Rotary Club for \$40,000. We have been issued a record number for the Land Water Conservative Grant. C. Schepke will put our ‘Request for Proposal’ (RFP) for bids due by April 23. Park renovation may be delayed to begin the spring of 2025 according to vendor scheduling.
- River Center Pavilion – Plans in the past to have built a Pavilion, current plan approved by DDA. DDA committed \$250,000 and the Village of Roscommon approving borrowing-lending the DDA \$100,000. The proposed structure 40x80 can be used to aid the Farmers Market, a possible ice rink in the winter, area events and activities. Motion to move forward with this project C. Hutek, 2nd S. Hines, motion carried.
- RARA Banking - Motion S. Hines, 2nd C. Allen to move \$150,000 to a Certificate of Deposit, earning a higher interest rate, motion carried.
- RARA Insurance – Discussion to have the current policy reviewed and gather assessments from other area agencies.

Adjourn: Meeting adjourned at 8:18 PM, motion C. Hutek, 2nd S. Hines, motion carried. Next meeting May 15, 2024. A possible meeting to be held April 24 to review RFP bids.

Respectfully submitted

A handwritten signature in cursive script that reads "Connie Allen". The signature is written in black ink on a light-colored, slightly textured background.

Connie Allen

10:54 AM
03/15/24
Accrual Basis

Roscommon Area Recreation Authority
Balance Sheet
As of March 15, 2024

| | <u>Mar 15, 24</u> |
|--|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| NCACU 108 | 145,638.69 |
| NCACU Checking | 39,131.80 |
| NCACU Savings | 25.00 |
| Total Checking/Savings | <u>184,795.49</u> |
| Other Current Assets | |
| Undeposited Funds | 7,163.62 |
| Total Other Current Assets | <u>7,163.62</u> |
| Total Current Assets | 191,959.11 |
| Fixed Assets | |
| Furniture and Equipment | 3,854.08 |
| Total Fixed Assets | <u>3,854.08</u> |
| TOTAL ASSETS | <u><u>195,813.19</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Other Current Liabilities | |
| Payroll Liabilities | |
| Federal Tax Payable | -10,034.93 |
| State Withholding Payable | 425.47 |
| Total Payroll Liabilities | <u>-9,609.46</u> |
| Total Other Current Liabilities | <u>-9,609.46</u> |
| Total Current Liabilities | <u>-9,609.46</u> |
| Total Liabilities | -9,609.46 |
| Equity | |
| Opening Balance Equity | 55,869.86 |
| Unrestricted Net Assets | 116,032.37 |
| Net Income | 33,520.42 |
| Total Equity | <u>205,422.65</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>195,813.19</u></u> |

10:53 AM
 03/15/24
 Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
 January 1 through March 15, 2024

| | Jan 1 - Mar 15, 24 |
|------------------------------------|--------------------|
| Ordinary Income/Expense | |
| Income | |
| Concert Series Income | |
| Grant | 3,470.00 |
| Total Concert Series Income | 3,470.00 |
| Direct Public Support | |
| DDA | 300.00 |
| Donations | 500.00 |
| Direct Public Support - Other | 20,500.00 |
| Total Direct Public Support | 21,300.00 |
| Early Payment Discount | 42.74 |
| Event Rental | |
| Large Gym | 800.00 |
| River Center | 300.00 |
| Room Rental -151/145 | 400.00 |
| Total Event Rental | 1,500.00 |
| Investments | |
| Interest-Savings, Short-term CD | 180.33 |
| Total Investments | 180.33 |
| Lease Payments | |
| Art Sigmond | 1,050.00 |
| Blue Sky Counseling | 450.00 |
| COOR ISD | 7,200.00 |
| Higgins Lake Property Owners | 750.00 |
| Northsport Physical Therapy | 3,000.00 |
| Rosco Higgins Trail Cruisers | 240.00 |
| Lease Payments - Other | 375.00 |
| Total Lease Payments | 13,065.00 |
| Membership Income | |
| Group Memberships | |
| Gerrish Township Group | 825.00 |
| Mid Michigan Health Group | 525.00 |
| Munson Health Group | 419.86 |
| Roscommon County | 2,175.00 |
| Group Memberships - Other | 1,683.75 |
| Total Group Memberships | 5,628.61 |
| Insurance Income | 9,732.75 |
| Key Fobs | 1,833.00 |
| Membership Dues | 22,139.03 |
| Walk-Ins | 1,680.69 |
| Membership Income - Other | 105.75 |
| Total Membership Income | 41,119.83 |
| Monthly Rental | |
| Clogging | 120.00 |
| Karate | 120.00 |
| Stone Turtle Yoga | 500.00 |
| Total Monthly Rental | 740.00 |
| Other Types of Income | |
| Miscellaneous Revenue | 200.00 |
| Total Other Types of Income | 200.00 |
| Program Fees | |
| Pickleball League Dues | 200.00 |
| Total Program Fees | 200.00 |

10:53 AM

03/15/24

Accrual Basis

Roscommon Area Recreation Authority

Profit & Loss

January 1 through March 15, 2024

| | Jan 1 - Mar 15, 24 |
|---------------------------------------|--------------------|
| Vending Machine Sales | 500.00 |
| Total Income | 82,317.90 |
| Gross Profit | 82,317.90 |
| Expense | |
| Bank Fees | 1.20 |
| Building Expense | |
| Audio-Visual Equipment | 0.00 |
| COOR | 515.62 |
| Electrical Services | -55.00 |
| General Maintenance | 559.57 |
| Inspections | 355.00 |
| Janitorial Supplies | 746.71 |
| Misc Decor | 244.95 |
| Security System | 60.21 |
| Total Building Expense | 2,427.06 |
| Building Maintenance | |
| CRAF | 67.41 |
| Lawn Maintenance | |
| Metro Park | 1,200.00 |
| Total Lawn Maintenance | 1,200.00 |
| Snow Plow | |
| CRAF Center | 320.00 |
| Total Snow Plow | 320.00 |
| Total Building Maintenance | 1,587.41 |
| Cleaning Services | |
| CRAF | 1,120.00 |
| Total Cleaning Services | 1,120.00 |
| Event Entertainment | |
| Special Event | |
| Reindeer Run | 25.98 |
| Total Special Event | 25.98 |
| Total Event Entertainment | 25.98 |
| Facilities and Equipment | |
| Equip Rental and Maintenance | 4.99 |
| Fitness Equipment | 958.32 |
| Fitness Equipment-towels | 137.99 |
| Pickleball expenses | 1,782.64 |
| Total Facilities and Equipment | 2,883.94 |
| Instructor Pay | |
| Cardio Drumming | 240.00 |
| Kick Start | 560.00 |
| Silver Sneakers | 1,341.18 |
| Yoga | 510.00 |
| Total Instructor Pay | 2,651.18 |
| MindBody, INC | |
| Credit Card Charges | 840.77 |
| Kellen Systems | 84.00 |
| MB Monthly Fee | 548.99 |
| Total MindBody, INC | 1,473.76 |

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Accrual Basis

Roscommon Area Recreation Authority
Profit & Loss
January 1 through March 15, 2024

| | <u>Jan 1 - Mar 15, 24</u> |
|---------------------------------|---------------------------|
| Operations | |
| Advertising | 401.36 |
| Books, Subscriptions, Reference | 323.62 |
| Office Supplies | 75.68 |
| Printing and Copying | 84.89 |
| Web Services | 83.97 |
| Total Operations | 969.52 |
| Payroll Expenses | 803.63 |
| Salaries & Wages | |
| Payroll Expenses | |
| Net Pay Expense | 6,946.18 |
| Payroll Expenses - Other | 29.93 |
| Total Payroll Expenses | 6,976.11 |
| Salaries & Wages - Other | 10,504.88 |
| Total Salaries & Wages | 17,480.99 |
| Tisdale | 16.99 |
| Trail Grooming | |
| Mason Tract | 63.16 |
| Tisdale | 63.18 |
| Total Trail Grooming | 126.34 |
| Utilities | |
| CRAF Electric | 3,804.87 |
| CRAF Gas | 8,886.44 |
| CRAF Phone / Internet Service | 911.88 |
| CRAF Refuge/Recycle | 402.57 |
| CRAF Water | 634.35 |
| Metro Park Electric | 134.89 |
| Metro Park Water | 129.84 |
| River Center Electric | 394.95 |
| River Center Gas | 964.09 |
| River Center Phone / Internet | 265.94 |
| River Center Water | 519.02 |
| Total Utilities | 17,048.84 |
| Vending Machine Goods | 180.64 |
| Total Expense | 48,797.48 |
| Net Ordinary Income | 33,520.42 |
| Net Income | <u>33,520.42</u> |