



★ ROCHESTER ★ AVON ★ RECREATION ★ AUTHORITY ★

Regular Board Meeting Minutes

Chairman: Bryan Wright

Vice Chair: Dan Hauser

RARA Board Members:

Jim Kubicina, Peggy McConnell, Matthew McDaniel, John Muenk, Ann Peterson

500 E. Second Street

June 14, 2017

5:00 PM

Regularly scheduled meeting of the Rochester Avon Recreation Authority.

Meeting called to order in the Conference Room located at 500 E Second Street, at 5:03 pm on June 14th, 2017.

Present: Hauser, Kubicina, McConnell, McDaniel, Muenk (arrived at 5:31pm), Peterson (arrived at 5:05pm), Wright

Also present: Jewell, Word, Van Meter, Cribbs, Genik, Castile, Hale and Linda Schlaupitz (Magic Soccer), Lisa Manetta and Andrew Leong (Plante Moran)

Minutes:

Minutes (May 10th, 2017) motion by Hauser, seconded by McConnell to approve the minutes for the Regular Board meeting on May 10th, 2017 as presented.

Yes: Hauser, Kubicina, McConnell, McDaniel, Wright

No: None

Motion carried. 5-0

Enter Peterson 5:05pm

Agenda:

Motion by Hauser, seconded by Peterson to approve the changes to the June 14th, 2017 RARA Board Meeting agenda; move 2016 Fiscal Year Audit Report up to item 5, move the Compensation Audit Report to closed session with intent to reopen meeting.

Yes: Hauser, Kubicina, McConnell, McDaniel, Peterson, Wright

No: None

Motion carried. 6-0.

2016 Fiscal Audit Report

Ms. Lisa Manetta and Andrew Leong from Plante Moran presented the 2016 Fiscal Audit Report to the Board.

Ms. Manetta submitted two letters that will be included with the final audit report showing the audit opinion is a clean opinion but with one material weaknesses that was noted and in the accounting and management area with the Rochester Avon Recreation Authority financial statements. Ms. Manetta indicated that this weakness was noted and correctly recorded. Ms. Manetta also indicated that the final report shows that RARA will have \$120,000 going towards RARA's fund balance.

Exit Ms. Manetta and Mr. Leong, Plante Moran

Public Comments: No public comments.

Communications: Secretary of the Board, Commissioner Kubicina, noted the article in the City of Rochester Hills Herald noting RARA's new facility and giving Nancy Genik a special recognition for her long service to RARA and the community.

Financial Reports:

Bills (general) motion by Hauser, seconded by Peterson to approve the April/May 2017 bills in the amount of \$112,192.21.

Yes: Hauser, Kubicina, McConnell, McDaniel, Peterson, Wright

No: None

Motion carried. 6-0.

Monthly Budget Report for May 2017:

Mr. Jewell submitted the May 2017 monthly budget report for Board review. Mr. Jewell indicated that RARA received the City of Rochester's contribution payment and should expect the second payment in December.

Administrative Report Highlights:

Mr. Jewell formally thank Nancy Genik for her service to RARA and introduced Lisa Castile, the new Recreation Supervisor for the Dance program.

Mrs. Castile indicated that she will be coming from Georgia looking to move back home and is excited to start her new position at RARA.

Mr. Jewell indicated that he will be bringing to the board for review and consideration a tentative lease agreement with Orthopedic Spine & Sports Therapy to offer rehabilitation/therapy services for their clients at the Fitness Center. Mr. Jewell indicated that the agreement was still with the attorney and will provide the agreement to the board once he receives it.

Enter Muenk 5:31pm

Mr. Jewell presented the sidewalk installation modifications for the front of RARA's complex. Discussion followed regarding these modifications.

Mr. Word indicated that the \$99.00 family membership June-August promotion for the fitness complex is becoming popular with families that has children from ages 12 and 16 looking for a place to hang out for the summer.

Mr. Word submitted the rates agreement for Dasher Board advertisement in the inline rink area of the fitness complex. Discussion followed regarding the dasher boards.

Mr. Word indicated that preschool enrollments show a decline because of state restrictions for children under 5 years of age participating in programs without a parent. Mr. Word indicated that the supervisors have been considering ways to supplement those programs.

Discussion followed regarding parking lots at both buildings and the concern of adding tenants and losing parking for RARA's customers.

Mr. Jewell indicated that there will be a sign put up at the 480-building similar in looks but a little smaller.

Mr. Van Meter indicated that day camps will be starting next week, June 19. Mr. Van Meter also indicated that revenue is up due to price increase but the number of participants is still a little low at the time of submitting his report.

Discussion followed with Linda Schlaupitz (Magic Soccer) and Mr. Van Meter regarding the low enrollments for the soccer program

Mrs. DiCaro report submitted.

Mr. Cribbs indicated that baseball, softball and t-ball are underway. T-Ball enrollments are down a little but girls' softball enrollments are up. Mr. Cribbs indicated that the Fitness Complex was used for one of the picture day sites due to the possibility of rain. This was a great chance for parents to see the Fitness Complex and hand out information on memberships.

Nancy Genik provided the Board with a synopsis of where dance came from and where it is now. Mrs. Genik also included the Dance program philosophy for the board's review. Mrs. Genik indicated that one of Lisa Castile's attributes is that she is friendly and approachable and teachers will enjoy working with her.

Unfinished Business: Compensation Audit Report Review

Motion by Hauser, seconded by Muenk to go to closed session at 5:54pm for Compensation Audit Report and to reopen meeting upon completion of report.

Motion by Hauser, seconded by McConnell to re-open from closed session at 6:29pm.

Yes: Hauser, Kubicina, McConnell, McDaniel, Muenk, Peterson, Wright

No: None

Motion carried. 7-0.

Motion by Hauser, seconded by Peterson to accept the RARA Board Personnel Committee's recommendation to adjust RARA's Administrative Staff for 2017 as presented.

Yes: Hauser, Kubicina, McConnell, McDaniel, Muenk, Peterson, Wright

No: None

Motion carried. 7-0.

New Business: No new business.

Miscellaneous: No Miscellaneous items.

Public Comments – General: No public comments.

Adjournment:

Motion by Hauser, seconded by Peterson, to adjourn the June 14th RARA Board Meeting at 6:55pm.

Yes: Hauser, Kubicina, McConnell, McDaniel, Muenk, Peterson, Wright

No: None

Motion carried. 7-0.

Secretary of the Board: _____

Date: _____

Distribution:

Members (7)

Ron Jewell, RARA Director

David Word, Superintendent of Recreation

Scott Van Meter, Recreation Coordinator

Mary DiCaro, Recreation Coordinator

Billy Cribbs, Recreation Coordinator

Nancy Genik, Performing Arts Coordinator

Rochester Hills Mayor & Council

Rochester City Administrator

Dr. James Schwarz, Avondale Schools

Robert Shaner, Superintendent, Rochester Community Schools

Plante Moran, CPA

Original to File