



*** ROCHESTER * AVON * RECREATION * AUTHORITY ***

Regular Board Meeting Minutes

**Chairman: Bryan Wright
Vice Chair: Dan Hauser**

**RARA Board Members:
Ryan Deel, Peggy McConnell, Matthew McDaniel, John Muenk, Ann Peterson**

500 E. Second Street

April 11, 2018

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 5:00 pm on April 11th, 2018.

Present: Deel, Hauser, McConnell, McDaniel, Muenk

Absent: Peterson, Wright (absent excused)

Also present: Jewell, Word, Castile, Pitts, Hale, Joe Snyder (City of Rochester Hills)

Minutes:

Minutes (March 14, 2018) motion by Deel, seconded by McConnell to approve the minutes for the Regular Board meeting on February 14th, 2018 as amended.

Yes: Deel, Hauser, McConnell, McDaniel, Muenk

No: None

Motion carried. 5-0

Agenda:

Motion by McConnell, seconded by McDaniel to approve the April 11th, 2018 RARA Board Meeting agenda as presented.

Yes: Deel, Hauser, McConnell, McDaniel, Muenk

No: None

Motion carried. 5-0

Public Comments: No public comments.

Communications: No Communications

Financial Reports:

Bills (general) motion by Deel, seconded by McConnell to approve the bills for March/April 2018 in the amount of \$133,686.87.

Yes: Deel, Hauser, McConnell, McDaniel, Muenk

No: None

Motion carried. 5-0.

Monthly Budget Report for March 2018:

Mr. Jewell submitted the March 2018 Monthly Budget Report. Mr. Jewell also indicated that the membership revenue for the 2018 budget is \$100,000 and as of the end of March we have collected \$44,600 in memberships.

Administrative Report Highlights:

Mr. Jewell indicated that the 500 building will be installing the LED lights April 12th and 13th.

Mr. Jewell indicated that RARA is in the process of switching to a purchase card program through Fifth Third Bank.

Mr. Jewell met with Dr. McGrath to review the external market data on March 20th and is on track to have the study completed in May. Mr. Jewell indicated that he will be emailing the Board and subcommittee the time and date for the presentation.

Mr. Word indicated that Earth Day 5K Fun Run is scheduled for April 22nd.

Mr. Word indicated that the program guide arrived at homes on March 29 and April 5th inserted in the Rochester Post. Discussion followed regarding marketing procedures for RARA programs and activities.

Commissioner Hauser noted that the Easter Egg Hunt was a great community event, and all who attended had a great time.

Mrs. Castile indicated that SPT Competition auditions will be held April 14th and May 5th for ages 9-12. SPT Ensemble Spring Recital will be held May 12th. There will be two competitions before the final RARA Recitals the first and second weekend on June.

Mr. Pitts reported that baseball, softball and tee-ball registrations are ongoing. Mr. Pitts also indicated that Mayor Barnett will be throwing out the first pitch the first RARA Opening Day at Borden Park May 19th. Discussion followed regarding the event.

Mr. Pitts indicated that he has met with Oakland Universities Recreation and Wellness, Intramural Sports Department to collaborate on community recreation leagues and tournaments for adults. More information will be submitted later.

Unfinished Business:

Compensation Audit Report Update – discussion followed regarding the scheduled presentation for the Compensation Audit report for Tuesday, May 1st in the afternoon. Mr. Jewell also indicated that the full RARA Board and Sub-committee will be in attendance.

New Business:

RARA Fund Balance Policy. Discussion followed regarding the fund balance policy.

Motion by McConnell, supported by McDaniel to approve and adopt the RARA Reserve Fund Balance Reserve Policy as presented.

Yes: Deel, Hauser, McConnell, McDaniel, Muenk

No: None

Motion carried. 5-0.

Staff Full Time Staff Discussion

Mr. Jewell reported to the Board that Mary DiCaro had resigned her position with RARA. RARA is very thankful for the 5 years of excellent service Mary performed for RARA and the community we serve. Also, Scott Van Meter has resigned his position with RARA. Shannon Moyer will be filling in for Mary until the late August and Kate Berry, Camp Director will be overseeing all other Day Camps.

Miscellaneous: No Miscellaneous

Public Comments – General: No public comments.

Adjournment:

Motion by Deel, seconded by McConnell to adjourn the April 11th RARA Board Meeting at 5:48 pm.

Yes: Deel, Hauser, McConnell, McDaniel, Muenk

No: None

Motion carried. 5-0.

Secretary of the Board: _____

Date: _____

Distribution:

Members (7)

Ron Jewell, RARA Director

David Word, Superintendent of Recreation

Mary DiCaro, Recreation Coordinator

David Pitts, Recreation Coordinator

Lisa Castile, 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