

Mesa Community Club Board Meeting July 2, 2024

Board Members in Attendance: Rachel Price, Kim Boyack, Lori Anderson, Donna Page, Chad Toenjes, & Dustin Bryson

Guests in Attendance: David Price

18:08 Absences: Lori made a motion to approve Laura's absence, and Kim seconded the motion. There was no opposition.

Donna suggested offering the meetings via computer or phone as an option for those who are absent. Kim mentioned the bylaws allow for such attendance for those who aren't physically present. Dustin reported he always has his computer during our meetings to offer attendance for those not physically present, as we had many meetings during COVID and immediately afterward this way.

18:13 Minutes: Kim made a motion to approve the minutes from 4 June 2024, and Donna seconded the motion. There was no opposition.

18:14 Treasurer's Report: Lori presented the MCC Financial Reports for July 2024 (showing May activity). See attached report for details.

Lori filed our taxes on July 1st with aid from Signa, so we're good for another year. Dustin noted we appear to be breaking even with the cleaning fees and not making a profit, which was never a goal for the club.

Chad made a motion to accept the MCC Financial Report for July 2024 (showing May activity), and Donna seconded the motion. There was no opposition.

Rachel noted the tax rebates are actually an expense for us. Lori discussed \$9,000 in revenue being larger than expected and will start reflecting such on her report.

18:25 David Price: David discussed the requirement of posting for 10 days when renters will be selling liquor at their events. Kim confirmed the posting for the upcoming Antlers and Art event on July 27th will fit in the bulletin board, and it will be posted after this evening's meeting. The whole campus is being rented for this event. Moose Radio will be present, and two or three musical acts are expected to perform. The Lion's Club will be offering food. Plein air artists are expected to be onsite with other art vendors. David encouraged wildlife scenes to be available for sale at the event. It was noted the visitor's center is closed for the summer.

18:33 Rental Report: Rachel noted the upcoming music and art events. There is also a baby shower scheduled for July 28th. Donna requested attendance numbers for all events in the

future to show just how much the facility is being used by the community. Rachel will get with Laura about the numbers.

Farm to Table had 23 attendees, and there were approximately 60 attendees at the Duzenack Celebration of Life. All other attendance numbers will be reported at our August meeting.

18:41 Maintenance Report: Chad completed the woodwork replacement and thanked Kim for her work caulking and painting on the historic gym basement west windows. Tom Bieser has delivered the landscape rock. The Job Corps supervisors and students spent six hours working on the landscape project. Clay Engstrom is going to provide an estimate to replace the rotting wood at the bottom of the historic gym basement windows and try and determine where the water is entering the windows. Travis Haldeman and crew from the County replaced the irrigation sprinkler heads and reset the timer controller for the irrigation system. Chad is still waiting on an estimate for a 4 x 4 slab for the basement back door. Estimates for a 4 x 8 plywood is \$50 and a steel plate is \$320 for the Lion's Club's bar-b-que pit, and Chad suggested the Lion's Club pick up that expense for the grill. Donna mentioned may having a piece of plywood for the Lion's Club. Chad is also working on a solution to eliminate the wasp nests in the gazebo roof. It was stated Kim had used the Suspend SC Insecticide by Bayer, purchased in April, around the basement windows and doors to kill bugs in June. Kim also noted some gaps at the tops of the windows where insects may be coming into the basement.

Outstanding work needing attention from the County includes heat tape cables on the main building, rain gutter downspout splash block on the west end of the main gym by the garden, paneling on the exterior of south wall of the main gym, and the gazebo roof panel is still missing screws.

18:58 Marketing Committee: Donna mentioned having two meetings this month, and Demi and Sherrie needed to be included in the future. Demi has joined the marketing committee, and the name of the email, "Blast," is getting an upgrade to, "Newsletter." The goal is for all outlets to get the same information. Our Music in Mesa schedule advertising should expand into the Collbran and Palisade areas. Donna called Stuart Signs to learn how to optimize our marquee advertising (e.g. colors of background, timings of slide, number of slides advertising, etc.). A discussion ensued on our website and suggestions for updating. Lori suggested collecting email addresses for community members at our various events and possibly handing out business cards. A discussion ensued on what should be included on business cards and the possibility of purchasing magnets as another form of advertising. Kim suggested purchasing, "Thank you," cards with a photo. Donna discussed the Mesa Community Club logo and website address should be included on all advertising, paperwork, correspondence, etc. coming from the club.

Lori made a motion to spend an amount not to exceed \$100.00 to purchase some business cards for the club, and Chad seconded the motion. There was no opposition.

Donna is soliciting story ideas for upcoming articles. It was noted Clifton and DeBeque have no logo yet. Rachel said Laura should be contacted to add slides to the marquee. Donna suggested reviewing the marquee once new slides are implemented.

19:20: Music in Mesa: Other Board members agree to cover the upcoming Music in Mesa event with Moors and McCumber, as Dustin would like to go out of town.

19:20 Goals to Review: Rachel reviewed the progress of the MCC Board's goals. Upgrading the website is currently being worked. The expansion of Board members to nine was discussed as being updated in the bylaws and presented to the community at the annual meeting for a vote. While there were two new yoga classes added, Saturday yoga plummeted in attendance while core fitness increased. Lori is working on advertising opportunities for new classes and encouraging ideas from the community for new class offerings. It was noted the MCC picks up the tab for water enjoyed by the gardeners and community at large. Keyless lock discussions continue to be had with no firm solution in sight. A discussion on the facility being designated as an Enterprise Zone was had. The painting of the facilities was addressed with the County, and we were told it was the MCC's responsibility. Dustin asked about class/event leadership and dwindling attendance, while the cost of attendance was also discussed and thought to be not a factor for attendees.

19:41 Water Report: Chad received a copy, and Dustin will place a copy in the notebook.

19:48 Community Centers: A discussion ensued on the other County community centers' likeness and differences to ours. It was noted the fairgrounds is controlling reservations for the other centers, the floor plans resemble ours, the others have office space, we have two gymnasiums, the County is completely financing the operations of the other centers, our center is dependent upon the volunteering of each Board member, the County is in charge of the maintenance and expenses of the other centers, independence is enjoyed by our center and being financed primarily by a PID. The discussion progressed to how to address future issues with the County and the Mesa County commissioners. It was decided the Board wishes to meet with the Mesa County commissioners in the near future, as elections have taken place in Mesa County and new personnel will be coming aboard in the near future.

20:35 Adjourn: Kim made a motion to adjourn, and Chad seconded the motion. There was no opposition.

MCC TREASURER REPORT FOR AUGUST BOARD MEETING

FINANCIAL REPORT FOR JUNE 2024

DATE PREPARED: 7/26/24 PREPARED BY: Lori Anderson

NARATIVE

* There was an issue with the PID Expenses Report that we got from the County. They had duplicate charges for the electricity. Christopher Abadie investigated. I got an email from Judy Barnett stating that they paid it twice. I will look for credit in next month's bills.

* I am including the revenue as part to these Financial reports. It will include the monthly revenues along with YTD revenues and adjusted estimate. I have the details in the report from the County if any one is interested. In summary, it is approximately "daily" uploads of Property Taxes to the MCC PID. The amounts vary so I am guessing it is whatever comes in and/or is processed on that particular day.

FINANCIAL MONTHLY REPORTS

*** June Expenses**

- * Advertising Expenses of \$178.91 were for Concert Sandwich board and poster printing
- * Office Supply Expenses of \$72.05 were for Checking Deposit Slip printing
- * Other Maintenance Expenses of \$45.23 were for wasp traps
- * Website Expenses of \$70 were for 1 year of Google Workspace.

*** Updated YTD Project Expenses**

- * Current total expenses for the Old Gym Basement Project is \$12,671.78 which is 63% of budget

*** YTD Budget to Actual Expenses**

- * The following items over budget based on MCC specific budget not the County's:
 - * Subscriptions (Legal) - 532% used
 - * R & M Service Contracts (Repair & Building Maintenance) -117% used
 - * Insurance - 481% used
 - * Small Equipment - 138% used

*** June Rentals & Classes**

- * No Rental or Rental Cleaning fees or Deposits were collected in June
- * Rental Deposit Refunds total was \$200 (\$200 Wilson).
- * Collected a total of \$8 in Class fees - (Valentich Yoga)

*** YTD Gross Income**

- * Rental Fees - \$3,335
 - * Cleaning Fees - \$2,100
 - * Class Fees - \$526
- Total YTD Gross Income = \$5,961

*** YTD Equity**

- * June Revenue was \$4,285.91
- * Current YTD Revenue is \$48,370.45
- * Current Adjusted Yearly Revenue Estimate is \$52,689.00

Account Balances

Mesa Community Club

Date Range: Jun 01, 2024 to Jun 30, 2024

ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
Assets					
MCC Checking	\$26,114.25	\$1,750.75	\$1,180.10	\$570.65	\$26,684.90
MCC Savings	\$5,440.10	\$10.87	\$0.00	\$10.87	\$5,450.97
Petty Cash	\$331.15	\$8.00	\$0.00	\$8.00	\$339.15
PID Funds	\$129,718.69	\$0.00	\$3,135.49	-\$3,135.49	\$126,583.20
Total Assets	\$161,604.19	\$1,769.62	\$4,315.59	-\$2,545.97	\$159,058.22
Liabilities					
Rental Deposit Refund	-\$6,755.00	\$200.00	\$0.00	-\$200.00	-\$6,955.00
Rental Deposits	\$9,395.00	\$0.00	\$0.00	\$0.00	\$9,395.00
Total Liabilities	\$2,640.00	\$200.00	\$0.00	-\$200.00	\$2,440.00
Equity					
PID Reimbursements	\$5,188.66	\$1,750.75	\$1,750.75	\$0.00	\$5,188.66
Starting Existing Funds	\$177,817.97	\$0.00	\$0.00	\$0.00	\$177,817.97
Total Equity	\$183,006.63	\$1,750.75	\$1,750.75	\$0.00	\$183,006.63

Income			
Class Fees	\$0.00	\$8.00	\$8.00
Investments – Interest	\$0.00	\$10.87	\$10.87
Total Income	\$0.00	\$18.87	\$18.87

Expenses			
Advertising	\$178.91	\$0.00	\$178.91
Capital Improvement - Old Gym Project	\$550.00	\$0.00	\$550.00
Electricity	\$661.86	\$0.00	\$661.86
Gas	\$49.12	\$0.00	\$49.12
Lawn Service & Grounds Maintenance	\$438.91	\$0.00	\$438.91
Office Supplies	\$72.05	\$0.00	\$72.05
Other Maintenance Supplies	\$45.23	\$0.00	\$45.23
Sewer	\$32.75	\$0.00	\$32.75
Tax Rebate	\$13.94	\$0.00	\$13.94
Trash Removal	\$125.17	\$0.00	\$125.17
Water	\$126.90	\$0.00	\$126.90
Website	\$70.00	\$0.00	\$70.00
Total Expenses	\$2,364.84	\$0.00	\$2,364.84

**Total for all
accounts**

\$6,085.21

\$6,085.21

MCC Budget as of 6/30/24

Type	County Code	Account Name	2024 Proposed	2024 YTD	Percent Used	Notes
Expenses	62301	Advertising	\$ 500.00	\$ 428.29	86	Concert signage
Expenses	62620-4	Capital Improvements (Contingency)	\$ 6,000.00	\$ 1450.00	24	Bell Tower Roof
Expenses	62620-2	Capital Improvements (Electronic Marquee)	\$ 20,000.00	\$13655.99	68	Marquee Install - \$840
Expenses	62620-1	Capital Improvements (Old gym basement)	\$ 20,000.00	\$12671.78	63	
Expenses	50703	Temporary Services (Cleaning)	\$ 20,800.00	\$ 2000.00	10	
Expenses	62410	Electricity	\$ 4,500.00	\$ 3194.80	71	
Expenses	62563-2	Entertainment Expenses - Other	\$ 900.00	\$ 664.22	74	Broad retreat Christmas Party. Easter Party Donations
Expenses	62563-1	Entertainment Expenses - Concerts	\$ 6,100.00	\$ 1500.00	25	
Expenses	62430	Gas	\$ 3,500.00	\$ 772.65	22	
Expenses	65130	Gen Liability Ins	\$ 500.00	\$ 2406.00	481	General Liability - \$2001 Director's Insurance - \$406
Expenses	62302	Subscriptions / Legal	\$ 100.00	\$ 531.97	532	Lease to County Periodic Filing Report. Tax Filing Google Workspace Website hosting
Expenses	61190	Other Operation Supplies (Office Supplies)	\$ 1,000.00	\$ 466.38	47	
Expenses	61290	Other Maint Supplies	\$ 2,500.00	\$ 553.44	22	
Expenses	62621	R&M Service Contracts (Repair & Building Maintenance)	\$ 600.00	\$ 700.00	117	Gutter repair - \$450 Pro Rooter - \$250
Expenses	62425	Sewer	\$ 450.00	\$ 196.50	44	
Expenses	61015	Small Equipment	\$ 500.00	\$ 689.47	138	\$499.99 , \$189.48 Vacum
Expenses	62890-1	Other Purchased Service. (Repair & Maintenance) * Snow Removal	\$ 5,000.00	\$ 400.00	8	
Expenses	62440	Trash Removal	\$ 1,500.00	\$ 744.18	50	
Expenses	62420	Water	\$ 1,500.00	\$ 363.20	24	
Expenses	62011	Postage	\$ 250.00	\$ 0.00	0	
Expenses	62310	Signage	\$ 1,000.00	\$ 129.38	13	Sandwich board - \$129.38
Expenses	62516	Administrative Indirect Charges	\$ 250.00	\$ 0.00	0	
Expenses	62620-3	Capital Improvements (Keyless Entry)	\$ 1,000.00	\$ 0.00	0	
Expenses	62890-2	Other Purchased Service. (Repair & Maintenance) * Lawn Service & Grounds Maintenance	\$ 700.00	\$ 438.91	63	
Expenses	62890-3	Other Purchased Service. (Repair & Maintenance) * Outdoor Cleaning	\$ 2,300.00	\$ 0.00	0	
Expenses	62890-4	Other Purchased Service. (Repair & Maintenance) * Pest Control	\$ 1,000.00	\$ 0.00	0	
Expenses	62890-5	Other Purchased Service. (Repair & Maintenance) * Website Redesign	\$ 1,900.00	\$ 0.00	0	
Expenses	62890-6	Other Purchased Service. (Repair & Maintenance) * Contingency	\$ 3,100.00	\$ 700.00	23	
Expenses	70901	Tax Rebates	\$ 100.00	\$ 0.00	0	
Expenses		Total	\$107,550.00	\$44657.16	42	

YEAR END MCC TREASURER REPORT FOR JULY 1, 2023 THROUGH JUNE 30, 2024

DATE PREPARED: 8/1/24 PREPARED BY: Lori Anderson

NARATIVE

- This year a free online application called Wave was used to track financials and generate reports for MCC. The reports generated by the online tool included Assets, Liabilities, Equity, Income and Expenses. The yearly report follows this same format.
- This past year, the County has had many transitions in employees who interact directly with MCC. The budget office had changes which required transitioning to different individuals to supply financial information to MCC.
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- As of January 1, 2024, we are tracking the MCC budget against actual expenses. A budget report is included as part of each month's Treasurer Report.
- Unfortunately, the MCC Financial year is from July 1 to June 30 whereas the County's budget for MCC is from January 1 to December 31. The budget numbers presented in this report represent MCC's budget to actual expenses from January 1 to June 30, 2024.
- Also because the County's financial year for MCC is from January 1 to June 30, the revenues in this report are for that time period. Since most revenue is collected within this time frame, the revenue total in this report is fairly close to what the actual value for the year will be.

YEARLY EXPENSES

- * The total expenses for the year was \$87,393.05. This narrative provides a summary of the yearly expenses. The detailed totals for expenses for the various categories are include in the Account Balances report.

*** CAPITAL IMPROVEMENT PROJECT EXPENSE TOTALS**

- * Bell Tower Roof Replacement Project - \$2,925.00
- * Main Gym Floor Refinishing Project - \$6,250.00
- * New Electronic Marquee Project - \$13,655.99
- * New Floor, Windows and Landscaping for Old Gym - \$12,671.81
- * Interior Painting - \$6,350.00

- * Total Capital Improvement Project Expenses - \$41,852.80

• OTHER PROJECT EXPENSES

- Christmas Party - \$768.57
- Easter Party - \$238.34
- Halloween Party - \$713.51
- MCC PID Members Survey -\$898.27
- Summer Concerts - \$7,100.00

- Board Retreat - \$125.38
- Total Other Project Expenses - \$9,844.07

• **ONGOING OPERATIONAL EXPENSES**

- Total Ongoing Operational Expense - \$35,696.18

* **YTD (JANUARY 1 TO JUNE 30) BUDGET TO ACTUAL EXPENSES**

- * The following items over budget based on MCC specific budget not the County's:
 - * Insurance - 481% (\$2406 used of \$500)
 - * Subscriptions (Legal) - 532% (531.97 of \$100)
 - * R & M Service Contracts (Repair & Building Maintenance) -117% (\$700 of \$600)
 - * Small Equipment - 138% (\$689 of \$500) used

* **REVENUE**

- * Property Taxes - \$52,689.00

* **INCOME**

- * Rental Fees - \$5,160.00
- * Cleaning Fees - \$2,550.00
- * Class Fees - \$526
- Total Income = \$8,236.00

* **LIABILITIES**

- * Current Rental Deposits Total - \$2,440.00

Account Balances

Mesa Community Club

Date Range: Jul 01, 2023 to Jun 30, 2024

ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
Assets					
MCC Checking	\$14,770.80	\$70,574.32	\$58,660.22	\$11,914.10	\$26,684.90
MCC Savings	\$5,371.33	\$79.64	\$0.00	\$79.64	\$5,450.97
Petty Cash	\$101.15	\$238.00	\$0.00	\$238.00	\$339.15
PID Funds	\$157,574.69	\$52,689.00	\$83,680.49	-\$30,991.49	\$126,583.20
Total Assets	\$177,817.97	\$123,580.96	\$142,340.71	-\$18,759.75	\$159,058.22
Liabilities					
Rental Deposit Refund	\$0.00	\$6,955.00	\$0.00	-\$6,955.00	-\$6,955.00
Rental Deposits	\$0.00	\$0.00	\$9,395.00	\$9,395.00	\$9,395.00
Total Liabilities	\$0.00	\$6,955.00	\$9,395.00	\$2,440.00	\$2,440.00
Equity					
PID Reimbursements	\$0.00	\$45,863.18	\$51,051.84	\$5,188.66	\$5,188.66
Starting Existing Funds	\$177,817.97	\$0.00	\$0.00	\$0.00	\$177,817.97
Total Equity	\$177,817.97	\$45,863.18	\$51,051.84	\$5,188.66	\$183,006.63

Income			
Class Fees	\$0.00	\$526.00	\$526.00
Investments – Interest	\$0.00	\$79.64	\$79.64
Property Tax	\$0.00	\$52,689.00	\$52,689.00
Rental Cleaning Fees	\$0.00	\$2,550.00	\$2,550.00
Rental Of Facilities	\$0.00	\$5,160.00	\$5,160.00
Total Income	\$0.00	\$61,004.64	\$61,004.64

Expenses			
Administrative Indirect Charges	\$374.00	\$0.00	\$374.00
Advertising	\$534.55	\$0.00	\$534.55
Capital Improvement - Bell Tower Roof	\$2,925.00	\$0.00	\$2,925.00
Capital Improvement - Floor Refinishing	\$6,250.00	\$0.00	\$6,250.00
Capital Improvement - Marquee Project	\$13,655.99	\$0.00	\$13,655.99
Capital Improvement - Old Gym Project	\$12,671.78	\$0.00	\$12,671.78
Cleaning Supplies	\$265.08	\$7.60	\$257.48
Cleaning Wages	\$14,456.89	\$0.00	\$14,456.89
Donations	\$500.00	\$0.00	\$500.00
Electricity	\$5,005.80	\$84.93	\$4,920.87
Entertainment Expense - Board related	\$125.38	\$0.00	\$125.38

Expenses			
Entertainment Expense - Christmas Party	\$772.56	\$3.99	\$768.57
Entertainment Expense - Easter	\$238.34	\$0.00	\$238.34
Entertainment Expense - Halloween Party	\$713.51	\$0.00	\$713.51
Entertainment Expense - Summer Concerts	\$7,100.00	\$0.00	\$7,100.00
Gas	\$2,103.61	\$0.00	\$2,103.61
General Liability Insurance	\$4,407.00	\$2,001.00	\$2,406.00
Lawn Service & Grounds Maintenance	\$2,788.91	\$0.00	\$2,788.91
Legal Fees	\$276.96	\$0.00	\$276.96
Office Supplies	\$731.78	\$0.00	\$731.78
Other Maintenance Supplies	\$727.53	\$31.96	\$695.57
Other Operating Expenses	\$75.71	\$0.00	\$75.71
Other Purchased Services - Memberships/License	\$50.00	\$0.00	\$50.00
Other Purchased Services - Painting	\$6,350.00	\$0.00	\$6,350.00
Other Purchased Services - Survey Printing	\$898.27	\$0.00	\$898.27
Postage	\$65.75	\$0.00	\$65.75

Expenses			
Repair & Maintenance for Buildings	\$700.00	\$0.00	\$700.00
Sewer	\$393.00	\$0.00	\$393.00
Small Equipment	\$993.11	\$0.00	\$993.11
Snow Removal	\$400.00	\$0.00	\$400.00
Tax Rebate	\$25.22	\$0.00	\$25.22
Trash Removal	\$1,408.80	\$0.00	\$1,408.80
Water	\$1,228.00	\$0.00	\$1,228.00
Website	\$310.00	\$0.00	\$310.00
Total Expenses	\$89,522.53	\$2,129.48	\$87,393.05
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Total for all accounts	\$265,921.67	\$265,921.67	