

## Mesa Community Club Board Meeting April 2, 2024

**Board Members in Attendance:** Rachel Price, Kim Boyack, Lori Anderson, Donna Page, & Laura Mendel

**Board Members Absent:** Chad Toenjes & Dustin Bryson

**Guests in Attendance:** Trevor Long

**18:06 Superintendent of PV School Presents:** Trevor Long had made a pledge of keeping the community informed over the last year on the PV School construction progress. Their construction company, FCI, will be providing monthly reports on their website with drone footage starting in July or August. Trevor talked about temp classrooms being constructed just as soon as school is out for the summer, a retention wall needing to be put into place, and the rearrangement of several current structures (e.g. football field turning east and west, maintenance and transportation moved closer, etc.) during their phase I plan. The '25/'26 school year should see a new football field and track. After conducting a water study on the current springs providing water, they plan to keep the spring, make it irrigation only, and connect with Collbran's water supply. They also plan on installing a reserve tank to aid with pressure issues. The availability of a variety of grants is expected to fund the projects. Likewise, this should not affect water rates for the citizens of Collbran. Anywhere from 100 to 130 people working onsite at any one time can be expected. No modular structures are expected during the process. The new school will be comprised of two levels: the bottom for elementary, and the top for middle and high schoolers. Trevor confirmed input from current staff for suggestions on the layout of the facilities. Trevor is happy to come back with future developments, and he also offers touring of the facilities in the future.

**18:24 Minutes:** The minutes for March will be tabled until next month, as Dustin didn't submit a final draft of the March minutes and isn't present for tonight's meeting.

**18:26 Treasurer's Report:** Lori presented the MCC Financial Reports for April 2024 (showing February activity). See attached report for details.

Lori noted the general liability insurance had been accidentally paid twice, as she received several notices with close due dates via snail mail and email. After contacting Secura, Lori has already received the refund. Lori will keep an eye on the County reports to make sure proper credit is reflected. There are ongoing discussions between the Board and the County on which entity is responsible for covering the bill. Lori reached out to the County inquiring about automatic payments for the utility bills, and after internal discussions, the County decided against that option. Lori discussed the \$200.00 donation being made to the library in Loretta's name. Lori also quoted the expenses for the historic gym basement totaling \$11,978.00 so far. Kim requests another

shelf for the basement for additional storage of our holiday supplies. The Easter total looks to be \$306.08. Lori also noted the Pro Rooter expense in February for the men's bathroom. \$114 was collected in February for class fees. Lori noted some areas on our annual budget which are overbudget: subscriptions & legal (lease to the County is \$100), periodic filing report with the state (\$10.00), repair and building maintenance (we're at \$700 with the budget being \$600), and general liability (this excludes the payment being made twice and only takes into account being paid once). Lori is going to start including the YTD income on her report (which we're sitting at \$2,886 approximately - \$286 was class fees, \$600 was cleaning fees, and \$2,055 was rentals of the facilities).

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

**18:35 Rental Report:** Laura announced being pretty busy for March, as it's ditch meeting season, we had our Easter event, and the two caucuses met. Lori got her deposit back for pickleball, as it has finished for the season. Chair yoga will be finishing tomorrow. Sharon has stopped Saturday yoga and changed it to a Wednesday fitness class, which is growing in attendance with a second class being requested. After Spring Swing, the plan is for the second class to begin on Wednesday evenings. Jill only had 1 person attend her class last week. Ditch meetings are scheduled for the 6<sup>th</sup>, 7<sup>th</sup>, and 9<sup>th</sup>. Spring Swing is coming, and they'll be leaving some décor for junior prom. A retirement party for Shayna Wilson is scheduled for April 27<sup>th</sup>. PV Friends of the Library is having an event on May 4<sup>th</sup>. A graduation party for Oakley Ferganchick is scheduled for May 11<sup>th</sup>. Laura was contacted today for a celebration of life (a private party from Junction) on June 1<sup>st</sup> or June 8<sup>th</sup>. Loretta inquired about an additional dumpster for Spring Swing, so Laura will pass that on to Susie Bevan. Laura said she was unaware of a meeting Cathy Harris had for republicans until Dustin mentioned it via email. Laura found out that Chad had just let them in the building to use. Thus, this will be addressed in the future for our scheduled cleaning, possible conflicts with other events, etc. Lori mentioned not receiving a bill from Tanya Oldham yet.

Jill emailed Rachel asking if she can email people to RSVP for class attendance, as attendance has been varying. It was decided that Jill could decide whether or not to do this on her own without Board involvement.

Sherrie reported 35 library patrons in March with 27 books being checked out/given away (19 during our Easter event).

**18:49 Maintenance Report:** Is tabled until next month, as Chad isn't present, and much hasn't changed.

**18:50 Rental Committee:** Rachel has talked about not charging 4H for Color Sunday in the past, as they are considered a nonprofit organization. A discussion ensued on whether to start charging them the nonprofit rate in the future. A discussion ensued on charging 4H for the additional dumpster for their trash, the cleaning fee, security deposit, and we will continue to pick up the tab for the cleaning supplies, water, electricity, etc. for 2024. Rachel also noted having asked what 4H makes money-wise during Color Sunday in years past, and she hasn't been provided that information, unlike HopeWest.

Rachel met with the Mesa County Arts Center from Grand Junction, which is a nonprofit, and they toured our facility. On July 27<sup>th</sup>, they want to have an art show which will be open to the entire community. The intent is to move around Mesa County and expand their recognition and let the community know of the programs they offer. A discussion ensued on how to charge them for use of our facilities.

**19:03 Cleaning Service:** Kim discussed having not received a bill from Tanya yet for her cleaning services. Rachel will reach out to Tanya about sending an invoice quarterly for reimbursement. Kim discussed Tanya being extra professional, and polite when asked to perform additional tasks. Kim also notes Tanya's honesty and use of her own equipment to maintain the facilities, which Tanya has been doing an exceptional job. Compared to prior cleaning services, Tanya has cost us 1/5<sup>th</sup> of what was spent in the past. Donna suggested doing a performance evaluation for Tanya's six-month anniversary.

**19:13 Marketing Committee:** Rachel said there was a question about the sandwich board purchase. Laura described it as a portable A-frame, and Donna added she wanted it for Music in Mesa, in particular. Laura added they are great for directions. A discussion ensued on the old marquee not being used for portable issues, as it is too heavy. It is currently in the basement in the historic gym. Kim says the marquee is currently taking up space in lieu of our holiday decorations. It was decided to move the marquee outside and tarp it for the time being.

**19:18 Easter:** Kim thanked everyone for their input, the one-hour time limit worked out great, kids were focused, having a whistle was handy, ringing the bell was positive, and having a set time for the egg hunt was good. Some arrived 15 minutes early. 70 eggs were taken to Collbran, and we gave out approximately 400. Having some eggs set aside for late arrivals is essential. Kim noted having Rhonda and Lori by the outdoor stairs to greet people was great (and to supervise kids did not start the hunt early). A discussion ensued on what to do with the extra seeds and dirt. It was noted that only one family returned inside the gym for activities once the hunt was over, which has traditionally happened in years past. Kim did note needing more fun games, similar to the snowball fight at Christmas. The lanyards were a nice touch, and the number of volunteers also was great. Rachel believes the nametags should note board member versus volunteer for future

events. An additional thanks goes to Suzanne and all the other board members who showed up to volunteer. We couldn't do it without you!

**19:26 County Relations Committee:** Rachel said Donna provided a great outline of our challenges for the meeting. The County expressed having their hands tied, as they are overbudget. The County suggested representatives from our Board attend the openings of DeBeque's and Clifton's facilities to collaborate on ideas. The County asked for a list of projects, which they expressed currently not having the funds to cover. It was also suggested we go to the county commissioners and express interest in being treated equally with the other centers, if it is discovered that we aren't being treated as such, as it is the county commissioners who direct Gideon and other County entities in how to address our Board. A discussion ensued on inviting members from the other community centers to ours for a discussion, and for them to possibly attend one of our Board meetings. It was decided to invite those from other community centers to come before next month's Board meeting on May 7<sup>th</sup> from 16:30-18:00.

**19:40 2024 Goals:** It was noticed that many of the goals on our list have already been completed. Rachel has been getting positive feedback from community members on the new marquee, and Donna has received positive feedback on the listing of the temperature on the marquee. The historic gym basement is complete. Kim has been working with Loretta on updating the website. A discussion ensued on categorizing older photos as historic while adding new photos to the website. Kim noted that the website is free, so there are limits to what we can add. Expanding the board is still a work in progress, as we are losing 3 board members at the annual meeting this year who will need to be replaced. A discussion ensued on advertising for Board members for this upcoming year.

**19:56 New Activity Committee:** Rachel talked about the creation of this new committee. Donna suggested putting together a notebook of what is needed to put together each event for consistency and growth. Donna also suggested each event have a greeter and better guides to explain the various activities being offered.

**20:03 Printer & Smart TV:** Rachel noted we haven't purchased a printer yet, and is having second thoughts about the library group solely using the old one. Rachel is looking at purchasing a laser jet around \$500.00. Kim noted the water boards were requesting a smart TV. It was noted the use of the facilities is free for water boards. Rachel noted smart TVs can be mounted on carts for transporting. Rachel also suggested the printer we purchase will need to have a scanner. As the motion has been previous passed to purchase a new printer, Rachel will continue with the research on one which will best meet our needs.

**20:10 Adjourn:** Laura made a motion to adjourn, and Kim seconded the motion. There was no opposition.

# MCC TREASURER REPORT FOR MAY BOARD MEETING

## FINANCIAL REPORTS FOR MARCH 2024

DATE PREPARED: 5/5/24    PREPARED BY: Lori Anderson

### NARATIVE

- \* Still discussing with County who is responsible for paying General Liability Insurance.
- \* Also discussing with County why they don't want to reimburse MCC for Director's Insurance.

### FINANCIAL MONTHLY REPORTS

#### \* **March Expenses**

- \* Current total expenses for the new Marquee is \$13,638.00 which is 68% of budget
- \* Current total expenses for the Old Gym Basement Project is \$12,101.78 which is 61% of budget
- \* Current total for Easter Party expenses is \$238.34

#### \* **March Rentals & Classes**

- \* Rental Income was \$675 rental fees (PVHS Prom \$575 & Bevan \$100)
- \* Rental Cleaning Fees were \$200 (Bevan)
- \* Rental Deposit Refunds total was \$200 (\$100 Engstrom, \$100 Anderson).
- \* Rental Deposits received was \$1075 (\$75 Yoga, \$500 Currier, \$400 PVHS Prom).
- \* Collected a total of \$152 in Class fees - (\$56 Jill & \$64 Sharon & \$32 Amy)

#### \* **Year To Date Budget to Actual (through March 31, 2024)**

- \* No new items over budget
- \* The following items over budget based on MCC specific budget not the County's:
  - \* Subscriptions (Legal) - 167% used
  - \* R & M Service Contracts (Repair & Building Maintenance) -117% used
  - \* Insurance - 481%

#### \* **Year To Date Income (through March 31, 2024)**

- \* Rental Fees - \$2,055
- \* Cleaning Fees - \$600
- \* Class Fees - \$286

# Account Balances

## Mesa Community Club

Date Range: Mar 01, 2024 to Mar 31, 2024

ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
<b>Assets</b>					
MCC Checking	\$20,376.30	\$9,034.97	\$6,361.69	\$2,673.28	\$23,049.58
MCC Savings	\$5,429.26	\$5.51	\$0.00	\$5.51	\$5,434.77
Petty Cash	\$235.15	\$56.00	\$0.00	\$56.00	\$291.15
PID Funds	\$151,798.25	\$0.00	\$18,864.47	-\$18,864.47	\$132,933.78
<b>Total Assets</b>	<b>\$177,838.96</b>	<b>\$9,096.48</b>	<b>\$25,226.16</b>	<b>-\$16,129.68</b>	<b>\$161,709.28</b>
<b>Liabilities</b>					
Rental Deposit Refund	-\$3,980.00	\$200.00	\$0.00	-\$200.00	-\$4,180.00
Rental Deposits	\$5,440.00	\$0.00	\$1,075.00	\$1,075.00	\$6,515.00
<b>Total Liabilities</b>	<b>\$1,460.00</b>	<b>\$200.00</b>	<b>\$1,075.00</b>	<b>\$875.00</b>	<b>\$2,335.00</b>
<b>Equity</b>					
PID Reimbursements	\$5,188.66	\$6,490.96	\$4,987.97	-\$1,502.99	\$3,685.67
Starting Existing Funds	\$177,817.97	\$0.00	\$0.00	\$0.00	\$177,817.97
<b>Total Equity</b>	<b>\$183,006.63</b>	<b>\$6,490.96</b>	<b>\$4,987.97</b>	<b>-\$1,502.99</b>	<b>\$181,503.64</b>

<b>Income</b>			
Class Fees	\$0.00	\$152.00	\$152.00
Investments – Interest	\$0.00	\$5.51	\$5.51
Rental Cleaning Fees	\$0.00	\$200.00	\$200.00
Rental Of Facilities	\$0.00	\$675.00	\$675.00
<b>Total Income</b>	<b>\$0.00</b>	<b>\$1,032.51</b>	<b>\$1,032.51</b>

<b>Expenses</b>			
Capital Improvement - Marquee Project	\$12,798.00	\$0.00	\$12,798.00
Capital Improvement - Old Gym Project	\$1,892.82	\$0.00	\$1,892.82
Electricity	\$481.15	\$0.00	\$481.15
Entertainment Expense - Easter	\$107.53	\$0.00	\$107.53
Gas	\$298.96	\$0.00	\$298.96
General Liability Insurance	\$2,406.00	\$2,001.00	\$405.00
Legal Fees	\$56.98	\$0.00	\$56.98
Office Supplies	\$7.96	\$0.00	\$7.96
Other Maintenance Supplies	\$182.38	\$0.00	\$182.38
Sewer	\$32.75	\$0.00	\$32.75
Snow Removal	\$100.00	\$0.00	\$100.00
Trash Removal	\$125.17	\$0.00	\$125.17
Water	\$45.50	\$0.00	\$45.50
<b>Total Expenses</b>	<b>\$18,535.20</b>	<b>\$2,001.00</b>	<b>\$16,534.20</b>

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**Total for all  
accounts**

**\$34,322.64**

**\$34,322.64**

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**MCC BUDGET as of 3/31/24**

Type	County Code	Account Name	2024 Proposed	2024 YTD	Percent Used	Notes
Expenses	50703	Temporary Services (Cleaning)	\$ 20,800.00	\$ 1400.00	7	
Expenses	61015	Small Equipment	\$ 500.00	\$ 189.43	38	
Expenses	61190	Other Operation Supplies (Office Supplies)	\$ 1,000.00	\$ 57.97	6	
Expenses	61290	Other Maint Supplies (Cleaning Supplies)	\$ 2,500.00	\$ 289.96	12	
Expenses	62011	Postage	\$ 250.00	\$ 0.00	0	
Expenses	62301	Advertising	\$ 500.00	\$ 249.38	50	
Expenses	62302	Subscriptions / Legal	\$ 100.00	\$ 166.98	167	Lease to County Periodic Filing Report
Expenses	62310	Signage	\$ 1,000.00	\$ 129.38	13	Sandwich board - \$129.38
Expenses	62410	Electricity	\$ 4,500.00	\$ 1708.01	38	
Expenses	62420	Water	\$ 1,500.00	\$ 136.50	9	
Expenses	62425	Sewer	\$ 450.00	\$ 98.25	22	
Expenses	62430	Gas	\$ 3,500.00	\$ 521.27	15	
Expenses	62440	Trash Removal	\$ 1,500.00	\$ 368.67	25	
Expenses	62516	Administrative Indirect Charges	\$ 250.00	\$ 0.00	0	
Expenses	62563-1	Entertainment Expenses - Concerts	\$ 6,100.00	\$ 0.00	0	
Expenses	62563-2	Entertainment Expenses - Other	\$ 900.00	\$ 664.22	74	Broad retreat Christmas Party. Easter Party Donations
Expenses	62620-1	Capital Improvements (Old gym basement)	\$ 20,000.00	\$12101.78	61	
Expenses	62620-2	Capital Improvements (Electronic Marquee)	\$ 20,000.00	\$13638.00	68	Marquee Install - \$840
Expenses	62620-3	Capital Improvements (Keyless Entry)	\$ 1,000.00	\$ 0.00	0	
Expenses	62620-4	Capital Improvements (Contingency)	\$ 6,000.00	\$ 1450.00	24	Bell Tower Roof
Expenses	62621	R&M Service Contracts (Repair & Building Maintenance)	\$ 600.00	\$ 700.00	117	Gutter repair - \$450 Pro Rooter - \$250
Expenses	62890-1	Other Purchased Service. (Repair & Maintenance) * Snow Removal	\$ 5,000.00	\$ 400.00	8	
Expenses	62890-2	Other Purchased Service. (Repair & Maintenance) * Lawn Service & Grounds Maintenance	\$ 700.00	\$ 0.00	0	
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	65130	Gen Liability Ins	\$ 500.00	\$ 2406.00	481	General Liability - \$2001 Director's Insurance - \$406
Expenses	70901	Tax Rebates	\$ 100.00	\$ 0.00	0	
Expenses		Total	\$107,550.00	\$37375.80	35	