

Mesa Community Club Board Meeting February 6, 2024

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

Guests in Attendance: Sherrie Galloway

18:00 Absences: Kim made a motion to excuse Chad's and Dustin's absences, and Laura seconded the motion. There was no opposition.

18:01 Minutes: Kim made a motion to approve the minutes from 9 January 2024, and Laura seconded the motion. There was no opposition.

18:02 Treasurer's Report: Lori presented the MCC Financial Reports for February 2024 (showing December activity). See attached report for details.

Lori was able to get a copy of the PID Expenditure Report this month. There was an advertising expense noticed last October which has now been adopted. The gas bill was the largest expense for the month for December at \$1,248.88 and has since gone back down. The Christmas party expenses totaled \$618.57 with an outstanding \$25.00 still requiring reimbursement. Lori highlighted the areas where the MCC was over budget, but overall, it was only 6%. Rachel mentioned this year's budget for Temporary Services is \$20,800.00, adopted in December, but we have still yet to receive a copy.

A discussion ensued on how donations have been made to the library in the past, and while Sherrie isn't aware of any cash donations being made, she did report being reimbursed for items purchased or the treasurer paying for certain items directly. Sherrie also clarified the library has its own checking account. Thus, Lori will be writing a check to the library in lieu of Loretta's gift card voted on during last December's meeting. Rachel reiterated all gift cards and donations made by the MCC are taken from Club funds and are not reimbursed by the PID.

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

18:09 Rental Report: Laura has reached out to both yoga instructors for their attendance numbers and hasn't heard anything back. Rachel and Donna discussed why attendance numbers for our events are tracked: for the annual meeting report to the community, and reporting to the County when asked. Chad estimated 20 people attended the historical society event, and Laura estimated 20 to 25 attended the 5 year-old birthday party rental. Laura has gotten a retirement party private rental for April 27th. There is a caucus meeting on March 6th, and a 4H horse meeting on February 9th. The inquiry for a wedding reception on June 8th from Ed Dayao was indeed for Mesa, AZ. Laura has had no issues with the inclusion of the cleaning fee thus far.

As for events, old man's basketball had 50 attendees (6 + 11 + 6 + 10 + 17), team basketball youth had 224 attendees (28 + 27 + 11 + 21 + 16 + 57 + 13 + 16 + 35), and pickleball had 28 participants (7 + 5 + 8 + 8).

Sherrie reported 35 library patrons in January with 27 books being checked out.

18:15 Maintenance Report: Rachel reported Chad met with Jason Fitzsimmons and his helper with a flatbed trailer, and they moved everything out of the old gym basement to the historic gym while the construction project is going on. Chad met with an electrician, Todd Conard, to review the wiring schematic and measurements of the bell tower to hardwire the new marquee, which will proceed when Chad returns. February 26th is the updated ship date of the new marquee to Platinum Sign. Once received, they will schedule an installation date. Chad thanks the County for installing the Pick Up After Your Pet sign. The wall pointing has been completed in the historic gym basement on January 31st, and we have to wait seven days for the wall to cure. A special primer and paint will be needed, which wasn't covered in our most recent bid. The whole thing will be primed, and two coats of spray paint will need to be applied.

Kim made a motion to pay the \$1,200.00 for the painting of the basement, and Laura seconded the motion. There was no opposition.

Rachel noted the walls stop at eight feet, and the floor above is the ceiling, leaving a gap of 2 x 10, and it is suggested spray foam be applied to seal it up, which will be an additional \$1,600, as a truck will be required. The foam will also remain exposed and visible around the three outer walls. A discussion ensued on the additional expenses and options which have been presented. Rachel says the bid was \$2,950 to demo the door seal and the outside landing, pour a new 4 x 4 concrete pad outside of the door, and to tuck point the walls. To install the concrete overlay, which is 3" thick (36' x 26'), and demo the storage under the stairs will be an additional \$4,900. Rachel noted we are under budget for the marquee, as \$20,000 was budgeted, and we have come in at \$13,000 (including the upgrades). Rachel discussed purchasing industrial shelving from Sam's, which is about \$200 per unit, and is estimating two or three sets should provide plenty of storage for our holiday decorations, etc. Sherrie wants to see the results of the sealing and effect of weather on the basement before the possibility of adding rugs. However, Sherrie likes the idea of easy cleanup from painting classes and the like. A discussion ensued on sealing the floor, as that also wasn't included in our estimate. The decision was made to talk with Clay about sealing the floor and what additional cost that will add to the project.

Donna made a motion to pay for the installation of foam at \$1,600, and Laura seconded the motion. There was no opposition.

Kim asked about the status of the current windows, and Rachel reported they were new, completed a few years ago by Clay. Rachel will work on getting a bid for the sealing. Rachel discussed moving the grill to the south side of the historic gym when the weather turns nice, for ease of movement for the Lion's Club this summer. Rachel noted the concrete floor pour is scheduled to begin on February 12th, and she will be talking with Clay after tonight's meeting to give an update on the approval of the additional work.

For items still needing attention, Chad spoke with the County regarding heat tape cables requiring repair on the main building. The only working cable is the one on the right side of the main entrance. Chad sent a picture of the Reychem deicing cable junction box to the County. A rain gutter downspout splash block is still needed at the west end of the main building by the garden. Chad is still concerned about the paneling on the exterior of the south wall of the main building needing repair, which has been raised repeatedly. The gazebo roof panel is still missing screws. A worker was here last fall saying he needed a lift and hasn't been back since.

A discussion ensued on snow removal this year. While we have stuck by the 4" rule, the snow would stay on the ground in the spots consistently in the shade in front of the doors and on the wheelchair ramp. Thus, it wouldn't melt, and snow would get on top causing ice to build up. This has caused a reevaluation of the 4" rule when it is really cold. Kim reported doing the last shoveling of snow, as it was on a Wednesday at 10:00 a.m. to clear a path for Amy, and Mike didn't show up due to being called out on an emergency and in school. Mike did show up with three other men one Sunday, and they had it completed in 15 minutes. Rachel suggests considering the warmer versus colder weather in conjunction with the current 4" rule as to avoid ice buildup.

18:40 Marketing Committee: Donna got a message from Rachel Showalter saying we owed them \$120 for advertising. Donna is aware of five quarter page ads, to include one for the Easter party. Donna is wanting to speak with Loretta about this, as Loretta's name was mentioned, and Donna was unable to locate some of the quoted ads we would be paying for. Donna is thinking this may be a year-after-year arrangement which just covers any amount of ads the MCC wishes to place. While Donna reports not being quoted the price for a single quarter page ad, Rachel is aware of a \$90 charge for a quarter page ad in the past. Lori will reach out to Signa to see if she is aware of a special term we had agreed to in the past, and Rachel will reach out to Loretta.

18:45 Music in Mesa: Lisa Kleiman called and asked to be part of the music bunch, so Donna and Lisa have been listening to music and have a pretty good lineup for this year. Donna is still waiting to hear back from Jimmy for a confirmation. They had the opportunity to get the Delta Sonic Blues Band from Denver, who is already going to be in the area playing at one of the wineries, and they are going to be playing for us on Friday, May 24th, which is Memorial Day weekend. Thus, we're taking a huge chance on the weather,

but it was an opportunity we couldn't pass up. July 7th will be Moors & McCumber on a Sunday night. August 10th will be Neon Sky, a southern rock band from Montrose. Jimmy has been asked to play on September 7th. This may be the last year we bring in Moors and McCumber, as there were requests to bring in different bands. Phyllis has committed the Lion's Club to provide food again this year. Donna also discussed making hard copies available of the Music in Mesa schedule this year to those interested in taking one home.

Rachel mentioned meeting with the Western Slope Art Center out of Grand Junction this Thursday, as they are wanting to view our facility for possibly offering an art show during the day this summer to coincide with one of our concerts in the evening.

18:57 Rental Committee: Laura discussed updating our FUL to include the requirement of the renter to provide a designated person to monitor alcohol consumption. Rachel wants the clarification of "staff member" to make sure the renter and attendees aren't expecting the facility to provide a monitor of alcohol for events.

The committee met on February 2nd, as an emergency, as our cleaning person give notice of their resignation on a Monday that the following Wednesday would be their final day to clean. After various Board members reached out to various cleaners they know, and Laura placing the ad in the PV Times, Rachel scheduled interviews. Rachel and Kim ended up meeting with Tonya, from Collbran, who cleans Vrbos and does commercial cleanings. Kim created a cleaning list for potential cleaners, and she and Rachel conducted a walk-through with Tonya. Tonya was very responsive with suggestions and ideas for the facilities, and bid \$75 a week to clean both facilities. Rachel arranged to meet with Tonya this Friday (2/9) to try her services. Tonya also will be providing several references. Chad recommended Celia, who Caleb uses, and comes up from Junction every other week. Rachel expressed reservation about hiring someone to come up from Junction to clean the facilities, but Celia is already coming up and taking care of several properties every other week, so that may be another option. It was noted the downside with going with Celia, is her only coming up every two weeks. When Lori brought attention to the restrooms outside requiring constant care, Rachel says the outdoor restrooms haven't even been addressed with any potential cleaners yet, as that subject still needs to be addressed with the County. Brenda was going to charge an additional \$400 to take care of the outdoor restrooms every other day. Rachel said a time still needs to be arranged to meet with Celia to discuss the job. Donna has a friend, Jennifer, who charges \$25.00/hr., which is more than what has been budgeted for, for her cleaning services. Jennifer may be a good alternative for a deep clean down the road.

19:11 Easter Committee: Laura has received lots of the items ordered for the event. Kim discussed limiting the event to 1 hour this year, having extra eggs for additional rounds for those arriving late, and purchasing badges to highlight the volunteers instead of tee-

shirts. The event will be on March 23rd from 13:00-14:00, and Laura volunteered to make a flier for the event. Kim is hoping to be able to have the event outside, and Sherrie already has Easter books to give away. Lori volunteered to be the liaison for getting the church's permission to use their yard for the little ones' hunt this year.

Lori made a motion to approve an amount not to exceed \$500 for this year's Easter event, and Donna seconded the motion. There was no opposition.

19:15 Shark Vacuum: Kim has created folders for the instructions, receipt, and warranty information.

19:16 Secura: Kim received an email from Cassie, from Home Loan/Secura, saying she still didn't have a bill yet. It is \$2001.00 and went up \$36.00 from last year. Kim mentioned a few notable exclusions from the policy: causing or contributing to intoxication of any person because of alcoholic beverages were permitted to be brought on our premises, providing transportation for someone under the influence, no trampolines in regards to sport offerings, water damage, fungus, wet rot, dry rot, bacteria, disease, hiring someone who could infect others with a highly communicable disease, failure to prevent spread of disease, and abuse and molestation. Rachel discussed the importance of people not being able to just drop their kids off to attend our events, as we are not babysitters. It was noted that even if liability waivers are signed for other venues and events, suing can still be an option. A discussion ensued on Cassie (and other entities!) should be sending renewals and invoices to the MCC's PO box and not a specific Board member, as the Board members in these positions are only temporary.

19:24 County Relations Committee Update: The committee consists of Donna, Laura, and Rachel, and they met for the first time yesterday. They determined a number of goals for the committee: working on the extension of the lease for 2026 and the length of term (instead signing another 25 year lease, they are interested in every 10 years with a review every 5, which is what Larimer County does), meet with the County (Gideon, Dan, Kyle, Kathy, and possibly Larry) once a quarter, clarification of duties and responsibilities, identifying resources available to us through the County (e.g. our website, a preferred electrician or plumber, a cleaning service, etc.), and administrative activities (e.g. taking reservations, rental deposits, etc.). Immediate items needing addressing include the outdoor restrooms, timely repairs of reported issues, avenues of communication, payment of building improvements, challenges of overseeing and hiring cleaning and snow removal staff, overseeing rentals, our website, the policing of attendees of our events with alcohol on the premises, and the requirement of renters providing transportation for the inebriated at their events. The committee is also working on gathering instances of our reaching out to the County for assistance with various issues and the timeliness of responses or nonresponses.

Kim suggested adding the west-facing door's bubbling being added to the maintenance list and additional bumpers for the parking lot. Rachel noted those items need to go to Chad before rising to the level of the County for resolution. Sherrie is also invited to attend any meetings with the County in the future, as Sherrie is a wealth of knowledge on the facilities and background of the MCC Board and its efforts over the last 25 years.

19:38 Adjourn: Lori made a motion to adjourn, and Donna seconded the motion. There was no opposition.

MCC TREASURER REPORT FOR FEBRUARY BOARD MEETING

FINANCIAL REPORTS FOR DECEMBER 2023

DATE PREPARED: 2/5/24 PREPARED BY: Lori Anderson

NARRATIVE

- Advertising expense is for “Column Public Notice” of the “adopted” budget similar to the October expense for the “proposed” budget.

FINANCIAL MONTHLY REPORTS

* **December Expenses**

- * Total expenses for December was \$2,797.05.
- * Donation of \$300 was made to Plateau Valley Fire & Ambulance
- * Gas bill is the biggest expense for the month.
- * Current total for Christmas Party expenses is \$618.57

* **December Rentals**

- * Rental Income from December was Bevans \$100 rental fee and \$60 cleaning fees.
- * Rental Deposit Refunds total was \$860. This included Clark \$350, Bagett \$410 and Porter \$100.
- * Rental Deposits received was \$275. This includes Valentich/Yoga \$75, Braunagel/Yoga \$100 and Bevans \$100. Current rental deposits total \$3,635.00.

* **Year To Date Budget to Actual (through December 31, 2023)**

- * Finishing out 2023 with the following items over budget:
 - * Temporary Services
 - * Postage
 - * Trash removal
 - * Entertainment Expenses
 - * Other Purchased Services
- * Finished out 2023 with 65.9% of total budget used

Account Balances

Mesa Community Club

Date Range: Dec 01, 2023 to Dec 31, 2023

ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
Assets					
MCC Checking	\$16,963.02	\$708.38	\$1,646.38	-\$938.00	\$16,025.02
MCC Savings	\$5,413.11	\$5.50	\$0.00	\$5.50	\$5,418.61
Petty Cash	\$101.15	\$0.00	\$0.00	\$0.00	\$101.15
PID Funds	\$124,010.55	\$0.00	\$5,734.87	-\$5,734.87	\$118,275.68
Total Assets	\$146,487.83	\$713.88	\$7,381.25	-\$6,667.37	\$139,820.46
Liabilities					
Rental Deposit Refund	-\$2,845.00	\$860.00	\$0.00	-\$860.00	-\$3,705.00
Rental Deposits	\$3,360.00	\$0.00	\$275.00	\$275.00	\$3,635.00
Total Liabilities	\$515.00	\$860.00	\$275.00	-\$585.00	-\$70.00
Equity					
PID Reimbursements	\$6,752.86	\$3,610.30	\$159.48	-\$3,450.82	\$3,302.04
Starting Existing Funds	\$177,817.97	\$0.00	\$0.00	\$0.00	\$177,817.97
Total Equity	\$184,570.83	\$3,610.30	\$159.48	-\$3,450.82	\$181,120.01

Income			
Investments – Interest	\$0.00	\$5.50	\$5.50
Rental Cleaning Fees	\$0.00	\$60.00	\$60.00
Rental Of Facilities	\$0.00	\$100.00	\$100.00
Total Income	\$0.00	\$165.50	\$165.50

Expenses			
Advertising	\$53.13	\$0.00	\$53.13
Board Retreat	\$50.00	\$0.00	\$50.00
Donations	\$300.00	\$0.00	\$300.00
Electricity	\$453.54	\$84.93	\$368.61
Entertainment Expense - Christmas Party	\$261.87	\$3.99	\$257.88
Gas	\$1,248.88	\$0.00	\$1,248.88
Lawn Service & Grounds Maintenance	\$180.00	\$0.00	\$180.00
Other Maintenance Supplies (not cleaning)	\$123.24	\$24.98	\$98.26
Sewer	\$32.75	\$0.00	\$32.75
Small Equipment	\$51.27	\$0.00	\$51.27
Trash Removal	\$110.77	\$0.00	\$110.77
Water	\$45.50	\$0.00	\$45.50
Total Expenses	\$2,910.95	\$113.90	\$2,797.05

**Total for all
accounts**

\$8,095.13

\$8,095.13
