

Mesa Community Club Board Meeting May 7, 2024

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

18:02 Absences: Chad made a motion to excuse Kim's absence, and Donna seconded the motion. There was no opposition.

18:03 Minutes: Donna made a motion to approve the minutes from 5 March 2024, and Chad seconded the motion. There was no opposition.

Laura made a motion to approve the minutes from 2 April 2024, and Chad seconded the motion. There was no opposition.

18:05 Treasurer's Report: Lori presented the MCC Financial Reports for May 2024 (showing March activity). See attached report for details.

Lori discussed the ongoing situation with whose responsibility it is to cover our general liability insurance, and whose responsibility it is to cover our director's insurance. Lori highlighted that the marquee has cost \$13,638, which is only 68% of our budgeted amount of \$20,000, and the basement (as of the end of March) has cost \$12,101.78, which is only 61% of our budgeted amount of \$20,000.

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

18:12 Rental Report: Laura said Sharon has discontinued one of her yoga classes to focus on her core fitness offerings. Chair yoga ended on April 3rd. Jill may not continue offering classes through the summer. Chad announced the Veterans' Ball will be on November 9th. Laura reported HopeWest's deposit was returned, and as the donations are still trickling in, a final tally has not yet been reported. Rachel requested we track all events that are free and mark them as such and those that are paid rentals. Laura also noted still getting interest calls about rentals in Mesa, AZ. Upcoming events include PV Friends of the Library on May 4th, Farm-to-Table on June 5th, a celebration of life on June 22nd, a wedding rental on June 28th, and an Art Center event on July 27th.

Jill reported 17 attendees for yoga (4 + 6 + 7), Sharon reported 47 attendees for core fitness, and chair yoga had 3 attendees.

Sherrie reported 43 library patrons in April (28 gardeners + 10 Spring Tea + 5 library) with 3 books being checked out.

18:25 Maintenance Report: Chad and Rachel met with Clay Engstrom about concerns with the new basement floor. Clay estimated \$550 to fix the floor and believes the mix may

have been too wet. It was also noted Clay's work comes with no warranty. Rachel will get a bid for a concrete pad, and Chad will ask around as well.

Donna made a motion to approve \$550 for Clay to fix the historic basement floor, and Chad seconded the motion. There was no opposition.

Chad met with Tom Bieser, and Tom quoted \$578 for a truck load of ¾" screened rock delivered for the front of the historic gym. A discussion ensued on possibly hiring students from Job Corps to spread the rock.

Donna made a motion to purchase landscaping rock for the historic gym and hire Job Corps students for an amount not to exceed \$1,500. Laura seconded the motion, and there was no opposition.

Chad replaced the indoor water fountain filter which should be good for another year. The County de-winterized the outdoor water system and fixed the outdoor water fountain. After Lori received a survey from Mesa Water and Sanitation enquiring about the type of pipe material used to bring water into and around the facility, Dan Adams took care of responding. Chad met with a Black Hills Energy tech over two days, and our gas meter was replaced and updated.

Items still needing attention include the broken water valve manhole cover needing to be replaced between the storage shed and historic gym (and an extension riser on the water valve box because of the landscaping project), heat tape cables need to be fixed on main building, rain gutter downspout splash block at the wend end of the main building by the garden, paneling on the exterior of the south wall of main building, gazebo roof panel missing screws, and dirt work required on the south side of historic gym.

Rachel discussed the outdoor restrooms currently being locked but in need of a good cleaning.

18:55 Rental Committee: Rachel emailed Ruth with the 4H Club about the cleaning fees and trash removal now associated with the rental of the facilities for Color Sunday.

18:57 Outdoor Restrooms: Rachel noted they haven't been opened yet. A discussion ensued about only opening them for our events and leaving them locked during the rest of the season, as Donna noted the County has closed their restrooms in Grand Junction and suggested we do the same. Rachel will talk with Tanya and see what she would charge to clean them for our events and rentals this summer.

19:06 Marketing Committee: Donna discussed the newspaper articles listing our improvements over the last year and announcing our upcoming Music in Mesa events. Laura has posted and will continue posting them online. Donna mentioned a sandwich board disappearing. Dustin agreed to cover the Music in Mesa events again this year

with Donna. A discussion ensued about bands taking breaks during their sets and the times the bands can play. Donna is making posters for the additional sandwich boards Dustin was able to obtain. Rachel requested Donna and Laura let the community know when events have finished for the season in articles and other advertising.

19:17 Insurance & the County: A discussion ensued on Rachel's update of the County saying it was the MCC's responsibility to pay for all insurance policies. Options available to the MCC were then addressed in the conversation.

19:27 Weebly: Rachel announced our website was renewed for the next two years at \$240, which is the professional level with unlimited data storage.

19:28 Board Members for the 2024-2025 Year: Chad said he's willing to train a new maintenance person to take over his position. Laura will be advertising the need for new members soon, as it looks like three Board positions will be coming open at this year's annual meeting.

19:35 2025 Budget: Rachel discussed the process starting this summer, and Board members should be thinking about projects needing attention in the upcoming year. Lori brought up keyless entry for the list, and Chad expects to be working with the County about the side of the gym.

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

MCC TREASURER REPORT FOR JUNE BOARD MEETING

FINANCIAL REPORT FOR APRIL 2024

DATE PREPARED: 5/30/24 PREPARED BY: Lori Anderson

NARATIVE

* Got information necessary to file taxes at the end of June from Signa using File990.org. Logged into account and submitted information but it won't be accepted until after June 30th. Will need to resubmit after June 30th.

FINANCIAL MONTHLY REPORTS

*** Updated YTD Expenses**

- * Current total expenses for the new Marquee is \$13,655.99 which is 68% of budget
- * Current total expenses for the Old Gym Basement Project is \$12,121.78 which is 61% of budget

*** April Rentals & Classes**

- * Rental Income was \$1100 rental fees (\$100 Kuper, \$900 York, \$100 Duzenack)
- * Rental Cleaning Fees were \$950 (\$200 Kuper, \$550 York, \$200 Duzenack)
- * Rental Deposit Refunds total was \$175 (\$100 Bevan, \$75 Vincent).
- * Rental Deposits received was \$1850 (\$100 Kuper, \$1150 York, \$350 Duzenack, \$250 Dennis).
- * Collected a total of \$104 in Class fees - (\$66 Sharon & \$38 Amy)

*** Year To Date Budget to Actual (through April 2024)**

- * One new item over budget - Small Equipment. We have purchased a printer and a vacuum.
- * 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% used
 - * Small Equipment - 138% used

*** Year To Date Gross Income (through April 2024)**

- * Rental Fees - \$3,335.00
 - * Cleaning Fees - \$2,100.00
 - * Class Fees - \$518.00
- Total YTD Gross Income = \$5,953

Account Balances

Mesa Community Club

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

ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
Assets					
MCC Checking	\$23,049.58	\$6,432.03	\$1,541.98	\$4,890.05	\$27,939.63
MCC Savings	\$5,434.77	\$0.00	\$0.00	\$0.00	\$5,434.77
Petty Cash	\$291.15	\$6.00	\$0.00	\$6.00	\$297.15
PID Funds	\$132,933.78	\$0.00	\$2,510.45	-\$2,510.45	\$130,423.33
Total Assets	\$161,709.28	\$6,438.03	\$4,052.43	\$2,385.60	\$164,094.88
Liabilities					
Rental Deposit Refund	-\$4,180.00	\$175.00	\$0.00	-\$175.00	-\$4,355.00
Rental Deposits	\$6,515.00	\$0.00	\$1,850.00	\$1,850.00	\$8,365.00
Total Liabilities	\$2,335.00	\$175.00	\$1,850.00	\$1,675.00	\$4,010.00
Equity					
PID Reimbursements	\$3,685.67	\$1,772.26	\$2,434.03	\$661.77	\$4,347.44
Starting Existing Funds	\$177,817.97	\$0.00	\$0.00	\$0.00	\$177,817.97
Total Equity	\$181,503.64	\$1,772.26	\$2,434.03	\$661.77	\$182,165.41

Income			
Class Fees	\$0.00	\$104.00	\$104.00
Rental Cleaning Fees	\$0.00	\$950.00	\$950.00
Rental Of Facilities	\$0.00	\$1,100.00	\$1,100.00
Total Income	\$0.00	\$2,154.00	\$2,154.00

Expenses			
Capital Improvement - Marquee Project	\$17.99	\$0.00	\$17.99
Capital Improvement - Old Gym Project	\$20.00	\$0.00	\$20.00
Cleaning Wages	\$600.00	\$0.00	\$600.00
Electricity	\$439.21	\$0.00	\$439.21
Gas	\$95.56	\$0.00	\$95.56
Office Supplies	\$10.75	\$0.00	\$10.75
Other Maintenance Supplies	\$218.25	\$0.00	\$218.25
Sewer	\$32.75	\$0.00	\$32.75
Small Equipment	\$499.99	\$0.00	\$499.99
Trash Removal	\$125.17	\$0.00	\$125.17
Water	\$45.50	\$0.00	\$45.50
Total Expenses	\$2,105.17	\$0.00	\$2,105.17

**Total for all
accounts**

\$10,490.46

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MCC Budget as of 4/30/24

Type	County Code	Account Name	2024 Proposed	2024 YTD	Percent Used	Notes
Expenses	62301	Advertising	\$ 500.00	\$ 249.38	50	
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	\$12121.78	61	
Expenses	50703	Temporary Services (Cleaning)	\$ 20,800.00	\$ 2000.00	10	
Expenses	62410	Electricity	\$ 4,500.00	\$ 2147.22	48	
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	\$ 616.83	18	
Expenses	65130	Gen Liability Ins	\$ 500.00	\$ 2406.00	481	General Liability - \$2001 Director's Insurance - \$406
Expenses	62302	Subscriptions / Legal	\$ 100.00	\$ 166.98	167	Lease to County Periodic Filing Report
Expenses	61190	Other Operation Supplies (Office Supplies)	\$ 1,000.00	\$ 68.72	7	
Expenses	61290	Other Maint Supplies	\$ 2,500.00	\$ 508.21	20	
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	\$ 131.00	29	
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	\$ 493.84	33	
Expenses	62420	Water	\$ 1,500.00	\$ 182.00	12	
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	\$ 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	70901	Tax Rebates	\$ 100.00	\$ 0.00	0	
Expenses		Total	\$107,550.00	\$40981.02	38	