



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

Regular Board Meeting Minutes

**Chairman: John Muenk
Vice Chair: Mark Albrecht**

**RARA Board Members:
Theresa Mungoli, Matthew McDaniel,
Emily Morlan, Jill Sorensen, Dan Trudel**

500 E. Second Street	January 19, 2022	5:00 PM
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Regularly scheduled meeting of the Rochester Avon Recreation Authority.

Meeting called to order in the Wright Room located at 500 E. Second Street, at 5:02 pm on January 19th, 2022.

Present: Albrecht, Morlan, Muenk, McDaniel, Trudel

Absent: Jewell (on leave), Mungoli (absent excused), Sorenson (absent excused)

Also present: Word, Hale, Kroening, Ramsey, Snyder

Minutes:

Minutes (December 8, 2021) motion by Albrecht, seconded by McDaniel to approve the minutes for the Regular Board meeting on December 8th, 2021 as presented.

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Agenda:

Motion by Albrecht, seconded by McDaniel to approve the amended January 19th, 2021 RARA Board Meeting agenda as presented.

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Public comment: No comments at this time.

Communications:

Communications from Secretary of the Board: No

Communication from Members of the Board: Commissioner Albrecht noted to continue to keep both City Council's updated on AFS status.

Other Communications: No

Financial Reports:

Bills (general) motion by McDaniel, seconded by Trudel to approve the invoices paid in December 2021 totaling \$63,190.41.

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Monthly Budget Reports – December 2021

Mr. Word submitted the budget report for December 2021 for Board review. Discussion followed. The Board accepted the report as presented.

Administrative Report Highlights:

Mr. Word indicated that pre-bids will begin January 27th for the hvac system. OHM and the City of Rochester Hills will be handling the process from start to finish and received bids will be presented to the Board for approval of the contractor. Mr. Snyder indicated that RARA will bundle with the City of Rochester Hills for the better costs on hvac systems.

Mr. Word indicated that RARA will be switching the phone system and WOW will be handling the service with a cost savings for RARA.

Mr. Word reported on the program registration and participation. Mr. Word indicated that registrations in 2021 have more than doubled with zero facility shutdowns. The first week of January 2022 registrations are close to what January 2019's first week of registrations were.

Mr. Word indicated that the RARA Staff will be attending the annual Mparks conference March 6-9th, 2022 in Traverse City Michigan. The conference is an instructional conference where the staff earns CEU accreditation for National Certifications, attend award ceremonies, and networking events. Mr. Word requested to have the regular March Board meeting moved to the third Wednesday of the month. Mr. Word also noted that if there are any board members interested in attending the conference to let him know.

Elizabeth Walker-Kreutziger's report submitted.

Kori Word's report submitted.

Mrs. Ramsay noted that the SCAMP Bowling Fundraiser will be held February 5th at Avon North Hill Lanes. Mrs. Ramsay noted that \$5,000 was earned at the Kris Kringle Market for SCAMP. Mrs. Ramsay also applied for a MCACA arts grant for \$4,000 to have Paint a Miracle come to SCAMP once a week during the summer camp season. Mrs. Ramsay also indicated that Birthday Parties are back to normal with many parties being scheduled.

Mrs. Kroening noted that a third hour was added to the Milk and Cookies with Santa event and all three hours were sold out. All families were given a scheduled time to meet with Santa and after their visit the children were able to enjoy the milk, cookies and other activities. All the parents indicated that everyone had a lot of fun.

Mrs. Kroening noted that she has booked Borden Park for Magic Soccer summer 2022 sessions and requested the Rochester Municipal Park area/Kiwanis Shelter for the Easter Egg Hunt. Mrs. Kroening is currently working on a Judo Drop In system for participants who only want to attend a couple of times, advertising for Day Camp/SCAMP Counselors for the summer 2022..

Unfinished Business

480 E. Real Estate Specialist RFP: Mr. Snyder updated the Board on the 480 Real Estate Specialist RFP process, applicants are turned over to the 480 Committee for review and then presented to the Board for approval in March. Chairman Muenk noted that this is just for the exploratory phase of the 480 building.

New Business

Set Meeting Days and Times for 2022. Discussion followed

Motion by Muenk, seconded by Albrecht to keep the Regular Board Meetings scheduled for the second Wednesday of every month at 5:00pm with the exception of March being pushed to March 16, 2022.

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Election of Officers and Sub-Committees for 2022.

Discussion followed regarding election of officers for 2022.

Motion by Albrecht, seconded by McDaniel to approve John Muenk as Chairman, Mark Albrecht as Vice-Chairman and Theresa Mungioli as Secretary.

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Assignments of Sub-Committees for 2021.

Discussion followed regarding RARA's sub-committees.

Motion by Albrecht, seconded by Muenk to approve the sub-committees as presented.

Human Resources Committee - Matthew McDaniel, Mark Albrecht, Theresa Mungioli

Budget Committee - Emily Morlan, Matthew McDaniel, Dan Trudel

Policy and Procedures Committee - John Muenk, Dan Trudel, Theresa Mungioli

Strategic Planning Committee - John Muenk, Emily Morlan, Jill Sorenson

480 Ad Hoc Committee - Theresa Mungioli, John Muenk, Mark Albrecht

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Status of Approved Open Positions: Mr. Word reported that Jacob Kroening has been hired as the Recreation Coordinator with a background in sports management. Mr. Kroening will be starting Monday, January 24, 2022. Commissioner Albrecht noted that the HR Committee is currently interviewing internal candidates and external candidates for the Customer Service Manager position.

Miscellaneous Land Improvement

Update on Executive Director leave status: Chairman Muenk indicated that he and Commissioner Albrecht met with legal council on moving forward and will have updates at the February's meeting.

Applied Fitness Solutions status: Chairman Muenk indicated that AFS had an agreement with RARA regarding membership dues and 3 months of rent that have not been received. Chairman Muenk also indicated that all communications regarding AFS will be passed on to both city councils. Discussion followed.

Adjournment:

Motion by McDaniel, seconded by Albrecht to adjourn the January 19th, 2022 RARA Board Meeting at 6:09pm..

Yes: Albrecht, Morlan, Muenk, McDaniel, Trudel

No: None

Motion carried. 5-0

Secretary of the Board: _____

Date: _____

Distribution:

Members (7)

Ron Jewell, RARA Executive Director

David Word, Assistant Recreation Director

Rochester Hills Mayor & Council

Rochester City Administrator

Dr. James Schwarz, Avondale Schools

Robert Shaner, Superintendent, Rochester Community Schools

Yeo & Yeo, CPA

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