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

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**Regular Board Meeting Minutes**

**Chairman: Dan Hauser  
Vice Chair: John Muenk**

**RARA Board Members:  
Mark Albrecht, Theresa Mungoli,  
Debbie Jones, Peggy McConnell, Matthew McDaniel**

**500 E. Second Street**

**June 10, 2020**

**5:00 PM**

Regularly scheduled meeting of the Rochester Avon Recreation Authority.

Meeting called to order via Zoom Meeting at 5:03 pm on June 10th, 2020.

Present: Albrecht, Hauser, McDaniel, Muenk

Absent: Jones, McConnell, Mungoli

Also, present: Jewell, Word, Snyder (City of Rochester Hills), Alan Panter from Yoe and Yoe

Minutes:

Minutes (May 13th, 2020) motion by Albrecht, seconded by McDaniel to approve the amended minutes for the Regular Board meeting on May 13<sup>th</sup>, 2020 as presented.

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None

Motion carried. 4-0

Agenda:

Motion by Muenk, seconded by Albrecht to approve the amended June 10<sup>th</sup>, 2020 RARA Board Meeting agenda by moving item 10A, Fiscal Year 2019 Audit Report to item 5.

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None

Motion carried. 4-0

2019 Fiscal Audit Report

Mr. Alan Panter from Yeo & Yeo presented the 2019 Fiscal Audit Report. Discussion followed regarding the report. Mr. Panter also indicated that at year end \$155,914 was added to the fund balance.

Mr. Panter left at 5:18pm

Communications: No communications or public comments.

Financial Reports:

Bills (general) motion by Hauser, seconded by Albrecht to approve the invoices paid in May 2020/June 2020 totaling \$55,049,19,

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None

Motion carried. 4-0

Monthly Budget Reports – May 2020

Mr. Jewell submitted the May 2020 Monthly Budget Report for review and discussion.

Administrative Report Highlights:

Mr. Jewell reported that the renewal premium for the Property and Liability insurance renewal for the Rochester Avon Recreation Authority with the MML Liability and Property Pool is \$25,347 compared to the expiring premium of \$27,236. This is a premium decrease of \$1,889. RARA will also be receiving a dividend return of \$1,869 in June.

Commissioner Albrecht inquired about the Financial Update; the fund balance indicates approximately \$1.1M as of March 31. Mr. Snyder indicated that the City of Rochester Hill's contribution was received at the end of January and that during the year this amount will be reduced as business continues.

Mr. Word reported that summer outdoor program registrations are ongoing and hope to start by June 15. Day camps will be starting June 22 and will be using the building during inclement weather based on criteria established by LARA as it relates to camp activities in indoor spaces. The projected start date for indoor programming is July 1<sup>st</sup>.

Mr. Word indicated that he has finished the return to play manual for exposure prevention, preparedness and response plan and he will have the staff follow these policies and procedures to create their program group specific procedures. All policies and procedures will be added to the manual and published on our website.

Mr. Word indicated that Dance recitals will be held this weekend with three video cameras recording individual dancers then will be looped together in each recital performance for parents to view.

Mr. Jewell thanked Mr. Snyder and his team at Rochester Hills on securing RARA's list of needed PPEs for both programs and facilities.

Unfinished Business

Strategic Planning Committee: No report

Marketing and Social Media: No report

New Business:

2019 Financial Audit: Moved to Item 5.

Covid-19 Discussion

Miscellaneous: No Miscellaneous

Public Comments – General:

Adjournment:

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn the May 13<sup>th</sup>, 2020 RARA Board Meeting at \_\_\_\_\_.

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None

Motion carried. 4-0.

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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