



★ ROCHESTER ★ AVON ★ RECREATION ★ AUTHORITY ★

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

September 9, 2020

5:00 PM

Regularly scheduled meeting of the Rochester Avon Recreation Authority.

Meeting called to order via Zoom Meeting at 5:10 pm on September 9th, 2020.

Present: Albrecht, Hauser, McDaniel, Muenk

Absent: Jones, McConnell, Mungoli

Also, present: Jewell, Word, Snyder (City of Rochester Hills)

Minutes:

Minutes (July 28th, 2020) motion by Albrecht, seconded by McDaniel to approve the minutes for the Regular Board meeting on July 28th, 2020 as presented.

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None

Motion carried. 4-0

Agenda:

Motion by Muenk, seconded by Albrecht to approve the September 9th, 2020 RARA Board Meeting agenda as presented.

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None

Motion carried. 4-0

Communications: No communications or public comments.

Financial Reports:

Bills (general) motion by Hauser, seconded by Albrecht to approve the invoices paid in August 2020. totaling \$42,907.74.

Yes: Albrecht, Hauser, McDaniel, Muenk

No: None
Motion carried. 4-0

Monthly Budget Reports – July/August 2020

Mr. Jewell submitted the budget reports for July and August 2020. Discussion followed regarding revenues received in August and variance YTD for budget line items Marketing and Printing/Publishing.

Administrative Report Highlights:

Mr. Jewell indicated that the RARA FY 2021-2023 Budget approval dates are as follows; September 14th Public Hearing at the City of Rochester Hills and September 21st Budget Adoption from the City of Rochester Hills. The 4th Quart Budget Amendment will be presented for approval on December 14th at the City of Rochester Hills.

Mr. Jewell indicated that he has executed the lease extension agreement with FlipSpot for 1 year.

Mr. Jewell indicated that RARA purchased 3 tents to be used outside for dance and other programs during Covid-19. RARA also purchased a few furnishings for the building from a local company that was closing. Discussion followed regarding the percentage of participants allowed in the building once RARA opens back up on September 19th.

Mr. Jewell indicated that the RARA administration will be switching to purchase cards through 5/3 Bank. This will allow RARA to gain a better rebate for purchases, more information for each purchase and along with streamlining AP & AR with the City.

Mr. Word indicated that registrations for August are up from this summer. Mr. Word also indicated that there will be no day or punch passes for the fitness center and all memberships must be purchased online in the RARA registration portal.

Mr. Word indicated that RARA has switched to GSuite for all communications. This will allow customers access to the daily screening documents and waivers that staff need for their programs. It will also give us the ability to track mass mailings using google sheets and Gmail to see how many people look and respond to the emails. Mr. Word has also been working with Kate Tasky creating shared drives that will help staff access to documents regularly used for payroll, contractors, HR, payments and payroll.

Discussion followed regarding the flow of traffic when the building opens and staff parking.

Mr. Word indicated that he has been working with unemployment issues with past employees that are under protest and some of them are still pending but still shows that we will have to pay into the system for them. Mr. Jewell and Mr. Word have decided to reach out to a labor attorney.

Mrs. Kroening indicated that she was able to run day camps this summer. Many of the camps filled based on the allow number of participants by EO and LARA. Mrs. Kroening also indicated that Magic Soccer will be starting their fall season tonight with limited participants but happy be on the field again. Rochester Area Youth Cycling has 59 participants and have entered the racing season of the program. Discussion followed regarding new programs that she is offering.

Mrs. Ramsey indicated that the fall adaptive programs are either full or close to filling based on the limited number allowed. Mrs. Ramsey also indicated that she had to make changes to several of the adaptive activities to move them outside. Mrs. Ramsey indicated that Movie Night Out and Diners Club are canceled for the fall term.

Mrs. Ramsey indicated that she is working on birthday parties, new contractors/partnerships with Paint Creek Center for the Arts, Baby Sign Language and Nature programming with Rochester Hills.

Mrs. Word indicated that summer baseball/softball and t-ball was a great success with 240 participants. Mrs. Word indicated that the fall league number of participants is currently at 286. Last year the number of participants were 116. The Volleyball league currently has 108 participants and will be played outside at Halbach Field downtown Rochester. Cross Country is at 75 participants and will be participating in 4 meets this fall.

Mrs. Cruse indicated that the June Recital ended with dancers being videotaped individually and then put together in a zoom presentation. Recital videos are currently being distributed to families by email and Mrs. Cruse has received great responses from parents when they view them. Summer classes were low due to Covid. Fall registration is open and 2 new teachers will be joining the dance staff in September. Parents can have their children participate in person or on zoom.

Unfinished Business

Strategic Planning Committee: No report.

Marketing and Social Media:

Mr. Jewell indicated that he and Mr. Word will be checking out Verona Marketing company to see what they can do for RARA.

Covid-19 Discussion:

Mr. Jewell indicated that everything will be looked at and are compliant to make sure staff and customers are safe when participating at RARA.

New Business

Marketing – Programming Through Schools

Discussion followed and Board requested to put the item on next month's agenda under Unfinished Business.

Miscellaneous: The Board congratulated and commended the administration and staff on their hard work during the Covid-19 time. Commissioner McDaniel also thanked the staff on how they handled to the impossible challenge situation that we all have been dealt with and that crisis breeds innovation and the new and creative ideas for new programming for the community.

Mr. Word also wanted to thank Sarah Mallets from the Rochester Community Schools and the partnership that we have with the her and the enrichment department. Sarah had notified RARA about the interest in Cross Country.

Public Comments – General:

Adjournment:

Motion by Albrecht, seconded by McDaniel to adjourn the September 9th, 2020 RARA Board Meeting at 6:12pm.

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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