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

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**Regular Board Meeting Minutes**

**Chairman: Dan Hauser**

**Vice Chair:**

**RARA Board Members:**

**Mark Albrecht, Theresa Mungoli, Debbie Jones,  
Peggy McConnell, Matthew McDaniel, John Muenk**

**500 E. Second Street**

**January 8, 2020**

**5:00 PM**

Regularly scheduled meeting of the Rochester Avon Recreation Authority.

Meeting called to order in the Conference Room located at 500 E Second Street, at 5:04 pm on January 8th, 2020.

Present: Albrecht, Hauser, Jones, McConnell, Muenk, Mungoli

Absent: McDaniel

Also, present: Jewell, Word, Centala, Ramsey, Kroening, Word, Hale, Ann Peterson (City of Rochester Councilmember)

Minutes:

Minutes (December 11, 2019) motion by Albrecht, seconded by Jones to approve the minutes for the Regular Board meeting on December 11<sup>th</sup>, 2019 as presented.

Yes: Albrecht, Hauser, Jones, McConnell, Muenk, Mungoli

No: None

Motion carried. 6-0

Agenda:

Motion by Mungoli, seconded by McConnell to approve the agenda for January 8<sup>th</sup>, 2020 RARA Board Meeting agenda as presented.

Yes: Albrecht, Hauser, Jones, McConnell, Muenk, Mungoli

No: None

Motion carried. 6-0

Communications: No communications or public comments.

Financial Reports:

Bills (general) motion by Hauser, seconded by McConnell to approve the invoices paid in December 2019/January 2020 totaling \$132,015.44.

Yes: Albrecht, Hauser, Jones, McConnell, Muenk, Mungiolli  
No: None  
Motion carried. 6-0

Monthly Budget Report for December 2019:

Mr. Jewell submitted the December 2019 Monthly Budget Report for review.

Administrative Report Highlights:

Mr. Jewell indicated that he is currently working on the capital asset inventory to give to the City of Rochester Hills by the end of the week.

Mr. Jewell also indicated that staff has until mid-January to review and edit their job description. Mr. Jewell will review and submit the job descriptions to McGrath & Associates for final revision and then present to the Board for review and consideration in March.

Mr. Jewell indicated that he will be coordinating with Lisa Cummins and Debbie Skully from the City of Rochester Hills Purchasing Division on the RFP component for the 480 Fitness open space for sports therapy or physical trainers. Mr. Jewell indicated that Nik Banda from the City of Rochester will assist navigating through the City of Rochester requirements for the parking lot.

Mr. Word indicated membership revenue for 2019 will reach 150K which is 30K over what was brought in for 2018. Mr. Word also indicated that 6649 memberships and day passes were sold in 2019. Mr. Word indicated that all equipment is serviced bi-annually.

Mr. Word indicated that 6 administration staff will be attending the Michigan Recreation and Parks Association Conference the end of January in Novi at the Suburban Showplace. Board Members and City officials are able to attend January 29<sup>th</sup> for free to learn more about the MNRTF, upcoming ballot proposals, see the newest products in the exhibit hall, and hear from representatives from large corporations on the impact parks and recreation has on their business and employees.

Commissioner Albrecht questioned Mr. Word on why there was a big change from 2018 and 2019 in participation. Mr. Word indicated that there were several dance teachers and students that moved to a new studio in Rochester. The students that left were with these teachers since preschool and wanted to stay with them, however participation in all other programs were up for the year.

Mrs. Ramsay indicated that she is currently working on birthday parties and SCAMP Bowling Fundraiser that will be held on January 18<sup>th</sup> at Avon North Hill Lanes. Mrs. Ramsay indicated that she has received some good donations but still need bowlers for this event. Commissioner McConnell noted that the special needs program is very costly to run and is very important to bring in money whenever possible.

Mrs. Kroening indicated that Milk and Cookies with Santa was a new special event for Christmas 2019 with 80 children in attendance. Santa was amazing and all participants enjoyed their time telling him what their Christmas wishes were. Santa has informed Mrs. Kroening that he will be our Santa for next year's Milk and Cookies with Santa event.

Mrs. Kroening indicated that she is currently working on the Daddy Daughter Dance coming up in February, spring special events and summer day camps.

Mrs. Word indicated that there are 4 RISE volleyball teams for the winter. Youth Basketball registrations are at 625, slightly lower than last year due to high school teams losing seniors. Volleyball will start their leagues on January 12<sup>th</sup> and basketball will start January 11<sup>th</sup>. Mrs. Word indicated that all teams will be

getting new jerseys this year and high school teams will have participants their last name on the back of the jersey.

Mrs. Word indicated that All American Lacrosse will be renting space in the fieldhouse for team training for Rochester High and Rochester Adams. The Winter Lacrosse clinic for January 6<sup>th</sup> has 30 participants.

Ms. Centala indicated that recital dance classes are starting back up on January 6<sup>th</sup> along with winter term classes. The RARA Performance Team will be dancing at senior centers January 20<sup>th</sup>.

Commissioner Mungioli asked Ms. Centala what was being done to increase participation and how does she get the information out to new residents who missed RARA's publication. Ms. Centala indicated that she uses social media, RCS peachjar, flyers at local preschools and word of mouth.

Mr. Word indicated that by going digital with the program guide we're able to mail a post card out to all residents in homes and apartment complexes in the Auburn Hills, Rochester Hills, Rochester and Oakland Township. We went from 36,000 homes to 46,000 homes with the digital mailer that were never mailed to before. Discussion followed.

#### Unfinished Business

Strategic Planning Committee: No update.

#### New Business:

##### Marketing and Social Media

Board requested to move to unfinished business for next month.

#### Set Meeting Day/Time and Election of Officers for 2020:

Discussion followed regarding Board Meeting Day and Time, Election of Officers and Sub-Committees for 2020

Exit Muenk 5:37pm.

Motion by Hauser, seconded by Jones to continue with Board Meetings scheduled for the second Wednesday of every month at 5:00 pm in the conference room at the RARA building at 500 E. Second Street Rochester, Michigan, and to approve the elected officers Dan Hauser as Chairman, John Muenk as Vice Chairman and Peggy McConnell as Secretary.

Yes: Albrecht, Hauser, Jones, McConnell, Mungioli

No: None

Motion carried. 5-0.

#### Assignments of Sub-Committees for 2020.

Discussion followed regarding sub-committee assignments.

Motion by Hauser, seconded by Jones to approve the sub-committees as presented.

Personnel Committee – Dan Hauser, Peggy McConnell and Debbie Jones

Budget Committee – Theresa Mungioli, Matthew McDaniel and John Muenk

Policy and Procedures Committee – Dan Hauser, Debbie Jones, John Muenk

Strategic Planning Committee – Peggy McConnell, Mark Albrecht, John Muenk

Yes: Albrecht, Hauser, Jones, McConnell, Mungioli

No: None

Motion carried. 5-0.

Miscellaneous: No Miscellaneous.

Public Comments – General: Ann Peterson, City of Rochester Councilmember commented on the 12 Days of Giving videos that allow the public to see who the directors are running RARA’s programs and this way of giving to the community should continue every year.

Adjournment:

Motion by Mungiola, seconded by Jones to adjourn the January 8<sup>th</sup>, 2020 RARA Board Meeting at 5:50pm.

Yes: Albrecht, Hauser, Jones, McConnell, Mungiola

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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