

Roscommon Metropolitan Recreation Authority (RMRA)
October 8, 2015 Emergency Meeting

The meeting was called to order by Chair Sue Jock at 6:37 p.m. at the CRAF Center.

Board Members Present: S. Jock, P. Miller, C. Allen, E. Hart

The Job Description for the CRAF Center Administrator/Manager was reviewed with notes in regards to the performance of its current Manager, Bruce Yannatta, hired for the position in May 2013. Upon evaluation the RMRA Board has determined that Bruce has not fulfilled the required duties of this position and will be terminated immediately. A formal letter, signed by the RMRA Board will be presented to Bruce Yannatta upon his return from vacation October 19, 2015.

C. Allen motioned, 2nd E. Hart, appointing Pam Miller acting Administrator / Manager of the CRAF Center with authority to make the necessary decisions to maintain the facility, to include the spending of up to \$500 for minor repairs and upkeep. Motion Carried. Pam Miller will begin immediately, updating the accounts for the CRAF Center and ascertain the 'Reconciliation Discrepancies' in the amount of \$3,831.32 shown on the Profit & Loss report presented to the Board at our September 16, 2015 meeting, it is felt that it is due to switch over from spreadsheet to QuickBooks. Pam Miller will be compensated according to current pay structure but in an hourly fashion for the manager position.

C. Allen motioned, E. Hart 2nd to authorize for corporation or voluntary association on the CRAF Center financial accounts Sue Jock, Connie Allen, Eric Hart and Pamela Miller as the financial officers responsible for accounts at Chase Bank – Roscommon effective this meeting, October 8, 2015. Motion carried.

The RMRA website domain name and hosting fee will be renewed for one year at a cost of \$142.50, motion C. Allen, 2nd E. Hart, motion carried. E. Hart will plug more info into our FaceBook. P. Miller will find out how many hits the website has gotten.

We have been informed that the Gymnastics Program may be leaving the CRAF Center, moving to another site in the Village. The instructor would like to purchase equipment at the CRAF Center for \$2,400. E. Hart recommended that the equipment be rented for \$100 per month for a 36 month period. If her program does not last, the equipment will come back to the CRAF Center. After discussion, the Board will have a conversation with the instructor to address her needs and hopefully come to a mutual agreement to maintain the Gymnastics Program at the CRAF Center.

It has been determined that there is a water leak in the basement of the CRAF Center coming from the Village water system. After inspection, various methods were discussed to ascertain the location of the water leak and how to proceed. The water bills from the Village have increased by more than 60% since spring. S. Jock will contact the Village and Higgins Township for financial assistance for repairs. Carl Jock will continue to try to locate the source of the leak.

Adjourn – Motion to adjourn C. Allen, 2nd E. Hart. Meeting adjourned at 7:50 p.m.

Respectfully submitted,
Connie Allen
Secretary