



MAMMOTH LAKES RECREATION (MLR) Executive Committee
Thursday, February 22, 2018, 4:00 p.m.
Mammoth Lakes Tourism Conference Room
2520 Main Street, Mammoth Lakes, CA 93546
Teleconference Locations: 11622 El Camino Real, Suite 100, San Diego, CA
www.mammothlakesrecreation.org

NOTE: In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please call (760) 660-4948. Notification 48 hours prior to the meeting will enable MLR to make reasonable arrangements to ensure accessibility to this meeting. (28CFR 35.102-35.104 ADA Title II)

NOTE: All comments will be limited by the President to a speaking time of five minutes.

ROLL CALL

Board Members: Tom Johnson, Rachael Ashley-Schreier and David Page

Staff: Matt McClain

PUBLIC COMMENTS (On Items not on the Agenda)

ADMINISTRATIVE ITEMS

1. Approve the Agenda
2. Approve MLR Executive Committee Meeting minutes of January 4, 2018
(Attachment #1)
3. Financial Reports
 - a. Review FY 17/18 January (Attachment #2)
4. Capital Projects
 - a. Update on The Park
 - b. Update on Inclusive Playground
 - c. Update on Bridge at Horseshoe Lake
5. Advocacy
 - a. Mono County Rec Position (Attachment #3)
 - b. Update on CORP
 - c. Update on Mobility/Walk, Bike, Ride
6. Entrepreneurship
 - a. Update on Allocations
 - b. Theater funding
 - c. Events



7. Executive Committee Reports

REQUEST FOR FUTURE AGENDA ITEMS

ADJOURNMENT

To the next meeting of the MLR Executive Committee on Thursday, April 26, 2018, to be held in the Town of Mammoth Tourism Conference Room.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the Mammoth Lakes Tourism & Recreation Building outside door not less than 72 hours prior to the meeting dated February 22, 2018.

Matt McClain
Executive Director
Mammoth Lakes Recreation



Mammoth Lakes Recreation - Executive Committee Meeting
Thursday, January 4, 2018 at 4:00PM
MLR Conference Room, 2520 Main Street, Mammoth Lakes, CA 93546
www.mammothlakesrecreation.org

Roll Call

President Tom Johnson called the meeting to order at 4:06 pm

Present: Tom Johnson, David Page, Rachel Ashley-Shreier, Matt McClain

PUBLIC COMMENTS (On Items not on the Agenda)

ADMINISTRATIVE ITEMS

1. Approve the Agenda
2. Motion to approve the agenda (T. Johnson, D. Page, 3-0)
3. Open Committee discussion led by Board President Tom Johnson
 - a. Fundraising
 - i. E.D. Matt McClain gave a brief update on purchase and acquisition of fundraising tools and platforms.
 - ii. Brief discussion fundraising strategy
 - b. Board Development
 - i. Update by Secretary David Page on the Nominating Committee
 - ii. MLR looking to fill three seats; Arts & Culture, Latino Community, SoCal Fundraising
 - c. Capital Projects
 - i. Update by President Tom Johnson on the proposed partnership with Los Angeles Kings.
 - ii. Discussion on appropriate fundraising goal for Mammoth Lakes Recreation

REQUEST FOR FUTURE AGENDA ITEMS

Possibility of bringing back the Development Committee.

ADJOURNMENT

There being no further business, the meeting was adjourned by Tom Johnson at 5:20 pm.

Respectfully submitted,
Matt McClain, Executive Director

Mammoth Lakes Recreation
Profit & Loss Budget vs. Actual
July through December 2017

	<u>Jul - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
40100 · Direct Public Support				
40110 · Corporate Contributions	0.00	0.00	0.00	0.0%
40120 · Business Contributions	0.00	0.00	0.00	0.0%
40130 · Individual Contributions	984.00	3,000.00	-2,016.00	32.8%
Total 40100 · Direct Public Support	<u>984.00</u>	<u>3,000.00</u>	<u>-2,016.00</u>	<u>32.8%</u>
40200 · Government Grants				
40200.1 · TOML - Restricted	96,000.00	96,000.00	0.00	100.0%
40200.2 · Unrestricted - TOML	225,000.00	225,000.00	0.00	100.0%
Total 40200 · Government Grants	<u>321,000.00</u>	<u>321,000.00</u>	<u>0.00</u>	<u>100.0%</u>
40300 · Capital Campaigns/Unrestricted	0.00	0.00	0.00	0.0%
40400 · Fundraising Income	1,650.00			
40600 · Merchandise Income	0.00	0.00	0.00	0.0%
40900 · Other Miscellaneous Income	0.00	0.00	0.00	0.0%
Total Income	<u>323,634.00</u>	<u>324,000.00</u>	<u>-366.00</u>	<u>99.89%</u>
Expense				
60100 · Business Expenses				
60110 · Candidate Search	0.00	0.00	0.00	0.0%
60120 · Filing Fees	0.00	0.00	0.00	0.0%
60130 · Other Business Expenses	0.00	0.00	0.00	0.0%
60135 · Business Meals	107.88	600.00	-492.12	17.98%
Total 60100 · Business Expenses	<u>107.88</u>	<u>600.00</u>	<u>-492.12</u>	<u>17.98%</u>
60200 · Contract Services				
60210 · Accounting Fees	2,601.35	3,000.00	-398.65	86.71%
60220 · Legal Fees	0.00	510.00	-510.00	0.0%
60230 · Website Development	186.58	1,050.00	-863.42	17.77%
60240 · Graphic Design	785.00	1,200.00	-415.00	65.42%
60250 · Copy Editing	0.00	900.00	-900.00	0.0%
60255 · Creative Agency	0.00	0.00	0.00	0.0%

Mammoth Lakes Recreation Profit & Loss Budget vs. Actual July through December 2017

	<u>Jul - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 60200 · Contract Services	3,572.93	6,660.00	-3,087.07	53.65%
60300 · Office				
60305 · Office Supplies	133.17	390.00	-256.83	34.15%
60310 · Postage	7.39	270.00	-262.61	2.74%
60315 · Promotional Materials	421.16	1,200.00	-778.84	35.1%
60320 · Services Agreement	1,800.75	270.00	1,530.75	666.94%
60325 · Photocopying	353.60	510.00	-156.40	69.33%
60330 · Printing	0.00	0.00	0.00	0.0%
60335 · Rent/Utilities	900.00	900.00	0.00	100.0%
60340 · Telecommunications	1,027.15	990.00	37.15	103.75%
60345 · Computer Hardware	0.00	2,000.00	-2,000.00	0.0%
60350 · Computer Software	2,105.00	2,268.00	-163.00	92.81%
60355 · Technology Support (IT Serv.)	131.50	0.00	131.50	100.0%
60360 · Bank Service Charges	40.67	0.00	40.67	100.0%
Total 60300 · Office	6,920.39	8,798.00	-1,877.61	78.66%
60400 · Insurance				
60410 · D&O Insurance	874.00	1,500.00	-626.00	58.27%
60420 · Liability Insurance	1,049.00	1,800.00	-751.00	58.28%
60430 · Worker's Compensation	592.02	900.00	-307.98	65.78%
Total 60400 · Insurance	2,515.02	4,200.00	-1,684.98	59.88%
60500 · Payroll Expenses				
60510 · Salaries	68,758.34	87,498.00	-18,739.66	78.58%
60520 · Benefits	7,547.49	12,000.00	-4,452.51	62.9%
60530 · Payroll Taxes	6,474.41	8,748.00	-2,273.59	74.01%
60540 · Payroll Processing Fees	36.75	24.00	12.75	153.13%
60550 · 403(b) Match	0.00	0.00	0.00	0.0%
Total 60500 · Payroll Expenses	82,816.99	108,270.00	-25,453.01	76.49%
60600 · Organizational Growth				
60610 · Conferences	325.00	200.00	125.00	162.5%
60620 · Professional Memberships	45.00	625.00	-580.00	7.2%
60630 · Staff Training	239.88			

Mammoth Lakes Recreation
Profit & Loss Budget vs. Actual
July through December 2017

	<u>Jul - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 60600 · Organizational Growth	609.88	825.00	-215.12	73.93%
60700 · Travel Expenses				
60710 · Lodging	0.00	0.00	0.00	0.0%
60720 · Gas	678.38	1,200.00	-521.62	56.53%
60730 · Travel Meals	0.00	600.00	-600.00	0.0%
60740 · Airfare	0.00	300.00	-300.00	0.0%
60750 · Parking	14.00	180.00	-166.00	7.78%
60700 · Travel Expenses - Other	0.00	0.00	0.00	0.0%
Total 60700 · Travel Expenses	<u>692.38</u>	<u>2,280.00</u>	<u>-1,587.62</u>	<u>30.37%</u>
60810 · Prospecting Software	0.00	3,250.00	-3,250.00	0.0%
60820 · Salon Events	0.00	0.00	0.00	0.0%
69100 · Contingency	0.00	0.00	0.00	0.0%
69200 · Reserve	0.00	0.00	0.00	0.0%
Total Expense	<u>97,235.47</u>	<u>134,883.00</u>	<u>-37,647.53</u>	<u>72.09%</u>
Net Ordinary Income	226,398.53	189,117.00	37,281.53	119.71%
Other Income/Expense				
Other Expense				
80100 · Depreciation Expense	487.98			
Total Other Expense	<u>487.98</u>			
Net Other Income	<u>-487.98</u>			
Net Income	<u><u>225,910.55</u></u>	<u><u>189,117.00</u></u>	<u><u>36,793.55</u></u>	<u><u>119.46%</u></u>