



P.O. Box 8562 • 2520 Main Street  
Mammoth Lakes, CA 93546

**MAMMOTH LAKES  
RECREATION**

(760) 660-4948  
mammothlakesrecreation.org

---

**MAMMOTH LAKES RECREATION  
EXECUTIVE COMMITTEE AGENDA**

Thursday, October 25, 2018, 4:30 p.m.  
Mammoth Mall Conference Room  
126 Old Mammoth Road, Mammoth Lakes, CA 93546  
[www.mammothlakesrecreation.org](http://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 Chair to a speaking time of five minutes.

**ROLL CALL**

Committee Members: Tom Johnson, David Page, Heather Schaubmayer

**PUBLIC COMMENTS** (On Items not on the Agenda)

**ADMINISTRATIVE ITEMS**

1. Approve the Agenda
2. Approve MLR ExecCom Meeting minutes of August 30, 2018 (**Attachment #1**)
3. Presentation by John Wentworth on the Eastern Sierra Sustainable Recreation Partnership (ESSRP)
4. Financial Reports (**Attachment #2**)
5. Program Updates
  - a. Capital Projects
  - b. Sustainable Recreation (Advocacy)
  - c. Community Building
6. Director's Report
7. Committee Member Reports



**MAMMOTH LAKES  
RECREATION**

P.O. Box 8562 • 2520 Main Street  
Mammoth Lakes, CA 93546

(760) 660-4948  
mammothlakesrecreation.org

---

**ADJOURNMENT**

To the next meeting of the MLR Executive Committee on Tuesday, December 20, 2018, to be held in the Mammoth Mall Conference Room.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the Mammoth Recreation offices not less than 72 hours prior to the meeting dated October 25, 2018.

Matt McClain  
Executive Director  
Mammoth Lakes Recreation



**MAMMOTH LAKES RECREATION  
EXECUTIVE COMMITTEE AGENDA**  
Thursday, August 30, 2018, 4:30 p.m.  
Mammoth Lakes Tourism Conference Room  
2520 Main Street, Mammoth Lakes, CA 93546  
[www.mammothlakesrecreation.org](http://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**

Meeting called to order at 4:31 pm

Board Members: Tom Johnson, David Page, Heather Schaubmayer (absent)

**PUBLIC COMMENTS** (On Items not on the Agenda)

**ADMINISTRATIVE ITEMS**

1. Approve the Agenda
  - a. Motion Johnson, Seconded Page
2. Approve MLR Executive Committee Meeting minutes of June 21, 2018
  - a. Motion Johnson, Seconded Page
3. Financial Reports
4. Program Updates
  - a. Capital Projects
    - i. Multi-Use Facility update
      1. Comments made by Dan Holler, Town Manager. Council / Staff looking at options for option 1
    - ii. Horseshoe Bridge update – USFS will be assuming responsibility for the project. Span is too long to use Town’s bridge and abutments are misaligned.



- b. Advocacy
  - i. ESSRP update – Applicants narrowed down to 8 candidates. Interviews to take place on Sept 21<sup>st</sup>.
  - ii. Keep Long Valley Green update
    - 1. Mono County filed CEQA suit
    - 2. MLR to file amicus
    - 3. All donations funneling through MLR
  - iii. Diversity
    - 1. Latino Outdoors retreat in Mammoth Lakes on Sept 7 & 8th
  - iv. State bills
    - 1. AB 1918 – OREC
      - a. Passed Assembly. On to State Senate, then Governor
      - b. MLR to create action alert to show support
    - 2. AB 1945 – Greenhouse Gas Reduction Fund
    - 3. AB 2614 – Outdoor Experiences; Disadvantaged Youth
    - 4. AB 2252 – State Grants
- c. Entrepreneurship
  - i. Emily doing outreach to promote Measure U
    - 1. KMMT Community Corner
    - 2. MLR Minute
- 5. Strategic Planning Update
  - a. October 3 Workshop
- 6. Director's Report
  - a. Update on website
  - b. Matt now on YARTS advisory board
  - c. MLR moving offices to Mammoth Mall Shopping Center
    - i. Matt to check with Planning Department on signage



P.O. Box 8562 • 2520 Main Street  
Mammoth Lakes, CA 93546

**MAMMOTH LAKES  
RECREATION**

(760) 660-4948  
[mammothlakesrecreation.org](http://mammothlakesrecreation.org)

---

- d. Need to emphasize attendance / participation
- e. Update bylaws

#### **ADJOURNMENT**

There being no further business to come before the Development Committee, the meeting was adjourned at 5:30 p.m.

Respectfully submitted by:

Matt McClain

Executive Director

## Mammoth Lakes Recreation Balance Sheet

As of September 30, 2018

Sep 30, 18

**ASSETS**

**Current Assets**

**Checking/Savings**

10100 · Checking - ESCB - 7911 254,111.78

**Total Checking/Savings** 254,111.78

**Accounts Receivable**

11000 · Accounts Receivable 1,604.35

**Total Accounts Receivable** 1,604.35

**Other Current Assets**

12200 · Security Deposit - Office 1,650.00

**Total Other Current Assets** 1,650.00

**Total Current Assets** 257,366.13

**Fixed Assets**

15200 · Machinery and Equipment 4,922.05

15300 · Website 16,800.00

15999 · Accumulated Depreciation -3,246.95

**Total Fixed Assets** 18,475.10

**TOTAL ASSETS** 275,841.23

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

20000 · Accounts Payable 1,557.35

**Total Accounts Payable** 1,557.35

**Credit Cards**

22100 · AmEx - 1004 754.85

**Total Credit Cards** 754.85

**Other Current Liabilities**

25000 · Sales Tax Payable 21.26

21100 · Accrued Payroll 8,972.95

**Total Other Current Liabilities** 8,994.21

**Total Current Liabilities** 11,306.41

**Total Liabilities** 11,306.41

**Equity**

31000 · Unrestricted Net Assets 208,896.49

**32000 · Temp. Restricted Net Assets**

32010 · TOML Contract 293,781.91

32020 · TOML Gen Fund 11,781.00

**32030 · Fundraising**

32030.3 · ML Disc Golf Club 2,789.85

**Total 32030 · Fundraising** 2,789.85

**Total 32000 · Temp. Restricted Net Assets** 308,352.76

39999 · Net Assets Offset -239,828.26

**Net Income** -12,886.17

**Total Equity** 264,534.82

**TOTAL LIABILITIES & EQUITY** 275,841.23

Mammoth Lakes Recreation  
Profit & Loss Budget vs. Actual  
July through September 2018

	Jul - Sep 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>40100 · Direct Public Support</b>				
40110 · Corporate Contributions	0.00	0.00	0.00	0.0%
40120 · Business Contributions	0.00	3,000.00	-3,000.00	0.0%
40130 · Individual Contributions	2,040.00	1,500.00	540.00	136.0%
40140 · Contributions - Campaigns	1,842.77	2,000.00	-157.23	92.14%
40150 · Contributions - Advocacy	750.00	3,000.00	-2,250.00	25.0%
<b>Total 40100 · Direct Public Support</b>	<b>4,632.77</b>	<b>9,500.00</b>	<b>-4,867.23</b>	<b>48.77%</b>
<b>40200 · Government Grants</b>				
40210 · Government Grants Restricted	48,000.00	48,000.00	0.00	100.0%
40220 · Government Grants Unrestricted	0.00	0.00	0.00	0.0%
<b>Total 40200 · Government Grants</b>	<b>48,000.00</b>	<b>48,000.00</b>	<b>0.00</b>	<b>100.0%</b>
40400 · Fundraising Income	0.00	0.00	0.00	0.0%
40600 · Merchandise Income	135.08	400.00	-264.92	33.77%
<b>Total Income</b>	<b>52,767.85</b>	<b>57,900.00</b>	<b>-5,132.15</b>	<b>91.14%</b>
<b>Expense</b>				
<b>60100 · Business Expenses</b>				
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	175.00	0.00	175.00	100.0%
60135 · Business Meals	20.00	300.00	-280.00	6.67%
60140 · Advertising	195.60	1,200.00	-1,004.40	16.3%
<b>Total 60100 · Business Expenses</b>	<b>390.60</b>	<b>1,500.00</b>	<b>-1,109.40</b>	<b>26.04%</b>
<b>60200 · Contract Services</b>				
60210 · Accounting Fees	522.90	1,500.00	-977.10	34.86%
60220 · Legal Fees	0.00	255.00	-255.00	0.0%
60230 · Website Development	168.99	525.00	-356.01	32.19%
60240 · Graphic Design	269.99	600.00	-330.01	45.0%
60250 · Copy Editing	0.00	450.00	-450.00	0.0%
60255 · Creative Agency	0.00	4,000.00	-4,000.00	0.0%
<b>Total 60200 · Contract Services</b>	<b>961.88</b>	<b>7,330.00</b>	<b>-6,368.12</b>	<b>13.12%</b>
<b>60300 · Office</b>				
60305 · Office Supplies	780.42	2,130.00	-1,349.58	36.64%
60310 · Postage	6.70	135.00	-128.30	4.96%
60315 · Promotional Materials	6,148.74	600.00	5,548.74	1,024.79%
60320 · Services Agreement	0.00	135.00	-135.00	0.0%
60325 · Photocopying	0.00	255.00	-255.00	0.0%
60330 · Printing	0.00	0.00	0.00	0.0%
60335 · Rent/Utilities	1,094.00	1,300.00	-206.00	84.15%
60340 · Telecommunications	695.08	495.00	200.08	140.42%
60345 · Computer Hardware	0.00	700.00	-700.00	0.0%
60350 · Computer Software	19.99	550.00	-530.01	3.64%
60355 · Technology Support (IT Serv.)	475.88	0.00	475.88	100.0%
60360 · Bank Service Charges	199.62	0.00	199.62	100.0%
<b>Total 60300 · Office</b>	<b>9,420.43</b>	<b>6,300.00</b>	<b>3,120.43</b>	<b>149.53%</b>
<b>60400 · Insurance</b>				
60410 · D&O Insurance	0.00	0.00	0.00	0.0%
60420 · Liability Insurance	0.00	0.00	0.00	0.0%
60430 · Worker's Compensation	740.00	450.00	290.00	164.44%
<b>Total 60400 · Insurance</b>	<b>740.00</b>	<b>450.00</b>	<b>290.00</b>	<b>164.44%</b>
<b>60500 · Payroll Expenses</b>				
60510 · Salaries	43,940.03	43,749.00	191.03	100.44%
60520 · Benefits	5,621.82	6,000.00	-378.18	93.7%
60530 · Payroll Taxes	3,825.89	4,374.00	-548.11	87.47%
60540 · Payroll Processing Fees	22.75	12.00	10.75	189.58%
60550 · 403(b) Match	0.00	2,700.00	-2,700.00	0.0%
<b>Total 60500 · Payroll Expenses</b>	<b>53,410.49</b>	<b>56,835.00</b>	<b>-3,424.51</b>	<b>93.98%</b>
<b>60600 · Organizational Growth</b>				
60610 · Conferences	0.00	0.00	0.00	0.0%
60620 · Professional Memberships	350.00	350.00	0.00	100.0%
<b>Total 60600 · Organizational Growth</b>	<b>350.00</b>	<b>350.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>60700 · Travel Expenses</b>				
60710 · Lodging	0.00	800.00	-800.00	0.0%
60720 · Gas	79.01	600.00	-520.99	13.17%
60730 · Travel Meals	57.62	300.00	-242.38	19.21%
60740 · Airfare	0.00	100.00	-100.00	0.0%
60750 · Parking	0.00	260.00	-260.00	0.0%
60700 · Travel Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 60700 · Travel Expenses</b>	<b>136.63</b>	<b>2,060.00</b>	<b>-1,923.37</b>	<b>6.63%</b>
<b>60800 · Fundraising Expenses</b>				

**Mammoth Lakes Recreation**  
**Profit & Loss Budget vs. Actual**  
 July through September 2018

	<u>Jul - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
60810 · Prospecting Software	0.00	0.00	0.00	0.0%
60820 · Salon Events	0.00	0.00	0.00	0.0%
<b>Total 60800 · Fundraising Expenses</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Total Expense</b>	<u>65,410.03</u>	<u>74,825.00</u>	<u>-9,414.97</u>	<u>87.42%</u>
<b>Net Ordinary Income</b>	-12,642.18	-16,925.00	4,282.82	74.7%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
80100 · Depreciation Expense	243.99			
<b>Total Other Expense</b>	<u>243.99</u>			
<b>Net Other Income</b>	-243.99			
<b>Net Income</b>	<u><u>-12,886.17</u></u>	<u><u>-16,925.00</u></u>	<u><u>4,038.83</u></u>	<u><u>76.14%</u></u>