

FRIENDS OF THE AUBURN AREA RECREATION AND PARKS, INC. 501 (c) (3)
BOARD MEETING AGENDA

THURSDAY, JANUARY 25, 2024, 6:00 PM

CANYON VIEW COMMUNITY CENTER, BOARD ROOM
471 MAIDU DRIVE
AUBURN, CA

Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet are available for public inspection by contacting the District Administrator at kmuscott@auburnrec.com or by calling (530) 537-2186 (M-F).

The public may participate in the meeting in-person or through Zoom. The link for this meeting is <https://us06web.zoom.us/j/85482509675>. The public can use this link and/or call 1 669 900 6833 Webinar ID: 854 8250 9675 participate.

People using the Zoom website will be able to see and hear the Committee, and the Committee will be able to hear the public. The Committee will not receive any visual/video from the public. This is done to avoid inappropriate visual content at the meeting.

Questions and comments can be sent via email to the District Administrator no later than one hour before the meeting. These emails will be read aloud at the meeting and responded to accordingly. Emails can be sent during the meeting, and staff will work to ensure that all are read, however the best way to have your comment heard is through the Zoom meeting or the associated phone number.

If you are a person with a disability and need an accommodation to participate in the District's programs, services, activities and meetings, contact Kahl Muscott at (530) 537-2186 or kmuscott@auburnrec.com at least 48 hours in advance to request an auxiliary aid or accommodation.

I. Call to Order

Director Lynch _____ Director Gray _____

Director Ainsleigh _____ Director Holbrook _____

Director Ingle _____ President Muscott _____

Treasurer Galbraith _____

Roll Call Vote

II. PUBLIC COMMENT – This is the time wherein any person may comment on any item not on the agenda within the subject matter jurisdiction of the Board of Directors, please state your name and address for the record (optional). There is a time limitation of three minutes.

III. Review and Approval of the Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) Minutes of the Board of Directors from October 26, 2023. (Pages 3-4)

Motion by _____ Second by _____ to _____

Ainsleigh _____ Gray _____ Holbrook _____ Ingle _____ Lynch _____

Roll Call Vote

IV. Review and approval of the 501 (c) (3) Financials & Checks from the 501 (c) (3) account as of December 31, 2023 (see attachment.) (Pages 5-8)

Motion by _____ Second by _____ to _____

Ainsleigh _____ Gray _____ Holbrook _____ Ingle _____ Lynch _____

Roll Call Vote

V. Public Comment

VI. New Business

None.

VII. Discussion

- Auburn Pickleball Club Report

VIII. Adjournment

FRIENDS OF THE AUBURN AREA RECREATION AND PARKS, INC. 501 (c) (3)

This agenda is hereby certified to have been posted as follows:

Jan 19, 2024
Date

12:00 pm
Time

Cathy Waford
Secretary to the Board

Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3)
Minutes of the
Meeting of the Board of Directors
Thursday, October 26, 2023, 6:00 p.m.
Canyon View Community Center
471 Maidu Drive, Auburn, CA

I. CALL TO ORDER

The Advisory Committee Meeting of the Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) was called to order at 6:00 p.m. by Chairman Lynch.

Chairman Lynch, Director Gray, Director Ainsleigh, Director Ingle, President Kahl Muscott, Treasurer Veona Galbraith and Bud Rietjens, Advisory Committee Chairman and Heidi Rietjens, Advisory Committee Member were present. Director Holbrook arrived at 6:05 p.m.

II. Review and Approval of the November Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) Advisory Committee Minutes.

A motion was made by Director Ingle and seconded by Director Ainsleigh to approve the Friends of the Auburn Area Recreation and Parks, Inc. 501 (c) (3) Minutes of the Board of Directors with one small correction.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – Abstain
Director Ingle – Yes
Chairman Lynch – Yes

4 – 0 - 1 Motion carries.

III. Review of the 501 (c) (3) Financials and Checks from the 501 (c) (3) account – as of September 30, 2023.

A motion was made by Director Ingle and seconded by Director Gray to approve the 501 (c) (3) Financials and Checks from the 501 (c) (3) account as of September 30, 2023.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – Yes
Director Ingle – Yes
Chairman Lynch – Yes

5 - 0 Motion carries.

IV. Public Comment

None.

V. NEW BUSINESS

A motion was made by Director Lynch and seconded by Director Gray to appoint Barbara Fralick to the 501 (c) (3) Advisory Committee.

Roll Call Vote

Director Ainsleigh – Yes
Director Gray – Yes
Director Holbrook – Yes
Director Ingle – Yes
Chairman Lynch – Yes

5 - 0 Motion carries.

VI. DISCUSSION

1. Barbara Fralick, newly appointed Advisory Committee Member, wanted to give the Board an update on the Auburn Pickleball Club. Since we launched the Auburn Pickleball Club we have 71 members and through donations we have raised \$9,500 plus \$4,000 in-process from Stripe.

Barbara wanted to thank each and everyone in the Board room for their help:

Mark Brunner with helping with the schedule, the booth, and the banner.
Veona Galbraith and Diane Shaw with help with the Financials.
Manouch Shirvanioun with helping with Stripe.

ARD has a great team and thank you again for making us feel so welcomed.

- VII. ADJOURNMENT** – As there was no further business, the meeting was adjourned at 6:19 p.m.

Cathy Wray
Board Secretary

Nov. 30, 2023
Date

Friends of ARD
VENDOR CHECK REGISTER REPORT

From: 10-1-23 TO: 12-31-23

| Check Number | Vendor Check Name | Check Date | Amount |
|--------------|--|------------|--------------|
| 5785 | Kelpro Security (for Dead Fest) | 10/11/2023 | \$ 319.00 |
| 5786 | River City Rentals-Auburn (Light Tower for DF) | 10/11/2023 | \$ 145.00 |
| 5787 | Recology (debris box for Dead Fest) | 10/11/2023 | \$ 512.33 |
| NA | Bank transfer to ARD (Ms Oct Venmo revenue) | 10/12/2023 | \$ 1,136.75 |
| 5788 | US Bank (DF & FT expenses) | 10/13/2023 | \$ 2,446.71 |
| 5789 | Placer County Sheriff's Office (DF) | 10/27/2023 | \$ 2,340.10 |
| 5790 | UpTown Signs & Graphics (Pickleball sign) | 10/31/2023 | \$ 128.70 |
| 5791 | US Bank (DF hotel room for band) | 10/31/2023 | \$ 208.32 |
| 5792 | Barbara Fralilck (Reimb for Palooza food) | 11/27/2023 | \$ 89.01 |
| 5793 | David Harrison (Reimb for Palooza food) | 11/27/2023 | \$ 98.48 |
| 5794 | Pam Porata (Reimb for sign, food, & outdoor balls) | 11/27/2023 | \$ 118.48 |
| 5795 | UpTown Signs & Graphics (Pickleball sign) | 11/27/2023 | \$ 257.40 |
| 5796 | Brandy Alvis (reimb for paddlebands) | 12/18/2023 | \$ 350.42 |
| 5797 | Dancing Dog Ink (Pickleball t-shirts) | 12/18/2023 | \$ 2,168.72 |
| 5798 | Barbara Fralick (reimb for pickleball machine) | 12/18/2023 | \$ 1,976.62 |
| 5799 | ARD (year-end payout) | 12/29/2023 | \$ 12,307.34 |

Balance Sheet

12/31/2023

ASSETS

| | |
|---|-----------|
| First Foundation Bank 501c3 | 11,857.49 |
| First Foundation Bank (Pickleball Fund) | 4,296.90 |

TOTAL ASSETS **16,154.39**

LIABILITIES

TOTAL LIABILITIES **0.00**

NET POSTION

| | |
|-------------------|-----------|
| Retained Earnings | 12,683.24 |
| Net Profit (Loss) | 3,471.15 |

TOTAL NET POSITION **16,154.39**

TOTAL LIABILITIES AND NET POSITION **16,154.39**

| | Current Period | Actual YTD |
|---|--------------------|--------------------|
| <u>REVENUE</u> | | |
| Interest Income | \$0.00 | \$44.19 |
| Pickleball Memberships | 1,866.35 | 5,216.35 |
| Grants | 0.00 | 2,500.00 |
| Miscellaneous Revenue | 0.00 | 1,040.00 |
| Donations - Pickleball | 2,500.00 | 5,000.00 |
| Donations - Park Improvements | 100.00 | 9,559.09 |
| Donations - Dead Fest | 2,325.00 | 8,575.00 |
| Donations - Youth Assistance | 1,900.00 | 12,150.00 |
| Donations - Food Truck Fiesta | 2,325.00 | 2,425.00 |
| | <hr/> | <hr/> |
| <i>Total Grants and Donations</i> | \$11,016.35 | \$46,509.63 |
| <u>Event Revenue</u> | | |
| Food Truck Fiesta Revenue | 0.00 | 10,893.00 |
| Dead Fest Event Revenue | 12,002.16 | 27,596.36 |
| Ms Oct Event Revenue | 1,136.75 | 1,136.75 |
| | <hr/> | <hr/> |
| <i>Total Event Revenue</i> | \$13,138.91 | \$39,626.11 |
| | <hr/> | <hr/> |
| TOTAL REVENUE | \$24,155.26 | \$86,135.74 |
| <u>EXPENSES</u> | | |
| <u>Admin and Professional Services</u> | | |
| Pickleball - Other Expenses | 4,967.03 | 5,187.83 |
| Pickleball - Website Fees | 220.80 | 220.80 |
| Legal Expenses | 0.00 | 45.85 |
| Liability Insurance | 0.00 | 1,003.00 |
| | <hr/> | <hr/> |
| <i>Total Admin and Professional Services</i> | \$5,187.83 | \$6,457.48 |
| <u>Donation Expenses</u> | | |
| Youth Assistance Donations Expense | 5,259.91 | 12,622.41 |

| | Current Period | Actual YTD |
|--------------------------------------|----------------------|--------------------|
| Park Improvements Donations Expenses | 5,082.50 | 11,456.14 |
| <i>Total Donation Expenses</i> | <i>\$10,342.41</i> | <i>\$24,078.55</i> |
| <u><i>Total Event Expenses</i></u> | | |
| Dead Fest Event Expense | 16,228.62 | 39,805.80 |
| Food Truck Fiesta Event Expense | 2,593.26 | 12,322.76 |
| <i>Total Event Expenses</i> | <i>\$18,821.88</i> | <i>\$52,128.56</i> |
| TOTAL EXPENSES | \$34,352.12 | \$82,664.59 |
| NET PROFIT (LOSS) | (\$10,196.86) | \$3,471.15 |