

LPRD Board Agenda

March 11, 2014

La Pine Community Center Admin Offices

Work Session:

1. Take a few minutes to go over the packet
2. Guest for the discussion of the JCJ Building
3. Setting up the upcoming meetings with community re: Property transfer. Robert Ray
4. other

General Session:

1. Call to Order
2. Establish Quorum: Roll Call
 - a. Arlo Fertig
 - b. John Wurst
 - c. Joel Brader
 - d. Robert Ray
 - e. Sharon Walling
 - f. Staff:
Bob Schulz, Executive Director of Parks and Recreation
Mary Thorson, Bookkeeper
Teri Myers, Recorder
3. Pledge of Allegiance
4. Acknowledgement of the agenda/Public comments
5. Approval of the minutes from Feb 11, 2014
6. Financial Report, Mary Thorson
7. Executive Director's Report:
8. Committee liaison reports: Gary Gordon and Mary Thorson Chamber, Sharon Walling, Skate, Sharon and John Wurst new grounds, Gary other?
9. Old Business:
 - a. Election. Moving the date and changing the plan for how we work with the PAC
 - b. Chuck Lee plaque and celebration?
10. New Business:
 - a. Budget committee meeting dates Mar 13, 27th and April 10
 - b. Frontier Days Policy for this summer?
 - c. Sharon, Finley Butte Park
 - d. Sharon, White Building, Rosland
 - e. Sharon, John C Johnson Building
 - f. Board Retreat
 - g. Partnership with UDRC
 - h. other
11. Adjournment. Next Board meeting scheduled for April 8, 2014

2/28/14		La Pine Park & Recreation Rosland Enterprise Fund Budget 2013-14					
Line Item	Title	Budget	Actual Fund	Balance	% spent	% of Year Remaining	
Pers Srvc's							
1001	Salary Employee	\$3,000.00	\$2,000.00	\$1,000.00	67%	33%	
1002	Part Time Employee	\$0.00	\$0.00	\$0.00	0%	33%	
1003	Seasonal/Temp	\$0.00	\$0.00	\$0.00	0%	33%	
1004	Over Time	\$0.00	\$0.00	\$0.00	0%	33%	
1005	Retirement	\$50.00	\$31.20	\$18.80	62%	33%	
1006	Health & L&T Insurance	\$500.00	\$264.00	\$236.00	53%	33%	
1007	Payroll Taxes	\$500.00	\$490.70	\$9.30	98%	33%	
1008	Contracted Employees	\$0.00	\$0.00	\$0.00	0%	33%	
1009	Allowance Compensation	\$200.00	\$131.18	\$68.82	66%	33%	
	Pers Srvc's Total	\$4,250.00	\$2,917.08	\$1,332.92	69%	33%	
Materials & Supplies							
2002	Advertising	\$1,000.00	\$373.00	\$627.00	37%	33%	
2003	Bank Charges	\$0.00	\$0.00	\$0.00	0%	33%	
2004	Budget Notices	\$0.00	\$0.00	\$0.00	0%	33%	
2005	Communications	\$0.00	\$0.00	\$0.00	0%	33%	
2006	Donations/Pop Cans	\$0.00	\$0.00	\$0.00	0%	33%	
2007	Dues & Subscriptions	\$500.00	\$0.00	\$500.00	0%	33%	
2008	Education & Training	\$0.00	\$0.00	\$0.00	0%	33%	
2009	Election/Ballot Measure	\$0.00	\$0.00	\$0.00	0%	33%	
2010	Insurance	\$0.00	\$0.00	\$0.00	0%	33%	
2012	Maintenance & Repairs	\$6,155.00	\$735.02	\$5,419.98	12%	33%	
2013	Office Supplies	\$250.00	\$0.00	\$250.00	0%	33%	
2014	Professional Fees	\$0.00	\$0.00	\$0.00	0%	33%	
2015	Program Expense	\$0.00	\$0.00	\$0.00	0%	33%	
2016	Refunds	\$0.00	\$0.00	\$0.00	0%	33%	
2023	Reimbursable	\$750.00	\$600.60	\$149.40	80%	33%	
2017	Taxes-TRT ****	\$300.00	\$151.96	\$148.04	0%	33%	
2018	Utilities	\$750.00	\$350.57	\$399.43	47%	33%	
2022	Permits	\$0.00	\$0.00	\$0.00	0%	33%	
	Materials & Supplies Totals	\$9,705.00	\$2,211.15	\$7,493.85	23%	33%	
3001 Capital Outlay							
3009	Park Improvements	\$0.00	\$0.00	\$0.00	0%	33%	
3001	Capital Improvements Totals	\$0.00	\$0.00	\$0.00	0%	33%	
Interfund Revenue transfers							
5025	Equipment Replacement Fund	\$0.00	\$0.00	\$0.00	0%	33%	
5050	Rosland Enterprise Fund	\$0.00	\$0.00	\$0.00	0%	33%	
		\$0.00	\$0.00	\$0.00	0%	33%	
	General Operating Contingency	\$0.00	\$0.00	\$0.00	0%	33%	
	Total Expenditures	\$13,955.00	\$5,128.23	\$8,826.77	37%	33%	
	Unappropriated Ending Fund Balance	\$2,750.00	\$2,750.00	\$0.00	100%	33%	
	Totals Expenses	\$16,705.00	\$7,878.23	\$8,826.77	47%	33%	

2/28/14		La Pine Park & Recreation General Fund Budget 20113-14					
Line Item	Title	Budget	Actual Fund	Balance	% spent	% of Year Remaining	
Pers Srvc							
1001	Director of Parks & Recreation (FT)	\$49,000.00	\$22,177.73	\$26,822.27	45%	33%	
1002	Youth Sports Program Coordinator (PT)	\$25,000.00	\$14,310.94	\$10,689.06	57%	33%	
1003	Maint Attendent/Adult Gym(PT)	\$12,000.00	\$9,808.96	\$2,191.04	82%	33%	
1010	Recreation Coordinator	\$15,000.00	\$9,833.90	\$5,166.10	66%	33%	
1011	Adult Education Coordinator	\$15,000.00	\$3,869.00	\$11,131.00	26%	33%	
1005	Retirement	\$2,900.00	\$1,008.00	\$1,892.00	35%	33%	
1006	Health & L&T Insurance	\$10,700.00	\$10,389.87	\$310.13	97%	33%	
1007	Payroll Taxes	\$5,500.00	\$6,431.89	(\$931.89)	117%	33%	
1008	Contracted Employees	\$0.00	\$0.00	\$0.00	0%	33%	
1009	Allowance Compensation	\$3,300.00	\$821.88	\$2,478.12	25%	33%	
	Pers Srvc Total	\$138,400.00	\$78,652.17	\$59,747.83	57%	33%	
Materials & Supplies							
2002	Advertising	\$6,500.00	\$60.00	\$6,440.00	1%	33%	
2003	Bank Charges	\$0.00	\$0.00	\$0.00	0%	33%	
2004	Budget Notices	\$1,000.00	\$0.00	\$1,000.00	0%	33%	
2005	Communications	\$4,500.00	\$1,425.69	\$3,074.31	32%	33%	
2006	Donations/Pop can sorters	\$5,000.00	\$313.79	\$4,686.21	0%	33%	
2007	Dues & Subscriptions	\$1,000.00	\$996.58	\$3.42	100%	33%	
2008	Education & Training	\$6,000.00	\$617.82	\$5,382.18	10%	33%	
2009	Election/Ballot Measure	\$2,000.00	\$0.00	\$2,000.00	0%	33%	
2010	Insurance	\$7,000.00	\$8,422.00	(\$1,422.00)	120%	33%	
2012	Maintenance & Repairs	\$35,000.00	\$18,144.25	\$16,855.75	52%	33%	
2013	Office Supplies	\$4,000.00	\$3,962.68	\$37.32	99%	33%	
2014	Professional Fees	\$25,000.00	\$15,697.50	\$9,302.50	63%	33%	
2015	Program Expense	\$17,000.00	\$13,232.32	\$3,767.68	78%	33%	
2016	Refunds	\$500.00	\$2,041.00	(\$1,541.00)	408%	33%	
2017	Taxes	\$500.00	586.24	(\$86.24)	117%	33%	
2018	Utilities	\$9,500.00	\$7,191.21	\$2,308.79	76%	33%	
2021	Copier/Printing	\$2,500.00	\$1,633.97	\$866.03	65%	33%	
2022	Permits	\$500.00	\$0.00	\$500.00	0%	33%	
2023	Maintenance & Repairs:Senior Center	\$650.00	\$0.00	\$650.00	0%	33%	
	Materials & Supplies Totals	\$128,150.00	\$72,691.08	\$55,458.92	57%	33%	
3001 Capital Outlay							
3009	Park Improvements	\$10,000.00	\$24,435.00	(\$14,435.00)	244%	33% BLM land	
	3001 Capital Improvements Totals	\$10,000.00	\$24,435.00	(\$14,435.00)	244%	33%	
Interfund Revenue transfers							
5000	Community School Fund	\$20,000.00	\$20,000.00	\$0.00	100%	33%	
5025	Equipment Replacement Fund	\$500.00	\$500.00	\$0.00	100%	33%	
5050	Rosland Enterprise Fund	\$9,500.00	\$9,500.00	\$0.00	100%	33%	
	Interfund Revenue Totals	\$30,000.00	\$30,000.00	\$0.00	100%	33%	
6000 Debt Service							
6001	La Pine Event Center Remodel	\$42,005.00	\$0.00	\$42,005.00	0%	33%	
	General Operating Contingency	\$12,005.00	\$12,005.00	\$0.00	100%	33%	
	Total Expenditures	\$360,560.00	\$217,783.25	\$157,211.75	60%	33%	
	Unappropriated Ending Fund Balance	\$8,335.00	\$8,335.00	\$0.00	100%	33%	
	\$0.00						
	Total Expenditures	\$368,895.00	\$217,783.25	\$151,111.75	59%	33%	

La Pine Park & Recreation District Budget Cashflow Community School 2013-14

Revenues	Adopted	Yearly	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	February	March	April	May	June
2/28/14	Budget	Total	July	August	September	October	November	December	January	February	February	February	March	April	May	June
General Fund Transfer	\$15,000.00	\$ 15,000.00	\$ 15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Program Fees	\$10,000.00	\$ 10,063.00	\$ 3,448.00	\$2,339.50	\$864.75	\$722.25	\$681.50	\$586.00	\$655.75	\$765.25	\$619.00	\$445.00	\$593.00	\$638.00	\$1,216.00	
OCF Grant	\$30,000.00	\$ 9,080.00	\$ -	\$0.00	\$9,080.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,080.00	\$20,000.00	\$0.00	
Deschutes County CCF	\$5,000.00	\$ 375.00	\$ 375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sunriver Women's Club	\$4,500.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
MayBelle Clark MacDonald	\$20,000.00	\$ 15,000.00	\$ -	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fundraising Events	\$3,000.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$4,500.00	\$ 275.00	\$ -	\$0.00	\$0.00	\$0.00	\$275.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Corporate Sponsors	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Grants	\$4,500.00	\$ 21,167.50	\$ 21,167.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$9,801.00	\$0.00	
Net working capital	\$2,000.00	\$ 4,339.50	\$ 2,000.00	\$2,339.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$98,500.00	\$ 75,300.00	\$ 41,990.50	\$4,679.00	\$9,944.75	\$722.25	\$15,956.50	\$586.00	\$655.75	\$765.25	\$619.00	\$2,445.00	\$9,673.00	\$30,439.00	\$1,216.00	

La Pine Park & Recreation District Budget Cashflow Rosland Enterprise 2013-14

Revenues 2/28/14	Adopted Budget	Yearly Total	Actual July	Actual August	Actual September	Actual October	Actual November	Actual December	Actual January	Actual February	February	March	April	May	June
Net working capital	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer from General Fund	\$9,500.00	\$ 9,500.00	\$ 9,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Site Fees	\$3,000.00	\$ 2,495.00	\$ 1,325.00	\$1,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$689.00
POP Can Collection	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$318.00	\$312.80	\$751.20	\$296.00
Dumping Fees	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Firewood Sales	\$0.00	\$ 205.00	\$ 65.00	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00
Interest	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Camp Programs	\$4,205.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grants	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,958.02	\$0.00	\$0.00	\$0.00
Subtotal	\$16,705.00	\$ 12,200.00	\$ 10,890.00	\$1,310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,276.02	\$312.80	\$0.00	\$1,075.00
Unappropriated carry over	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$16,705.00	\$12,200.00	\$ 10,890.00	\$1,310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,276.02	\$312.80	\$751.20	\$1,075.00

La Pine Park & Recreation District Budget Cashflow 2013-14

Revenues	Adopted	Yearly	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	February	March	April	May	June
2/28/14	Budget	Total	July	August	Sept	October	November	December	January	February	February	February	March	April	May	June
Facility Rentals	\$7,000.00	\$ 5,920.00	\$ 1,715.00	\$304.00	\$233.00	\$1,093.00	\$1,175.00	\$1,085.00	\$265.00	\$50.00	\$167.00	\$830.00	\$815.00	\$385.00	\$718.00	
Lease Rentals	\$5,000.00	\$ 5,300.00	\$ 800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$300.00	\$500.00	\$500.00	\$450.00	\$900.00	\$800.00	\$800.00	\$800.00	
Deschutes Property Tax	\$196,505.00	\$ 185,499.89	\$ 450.01	\$616.09	\$369.08	\$397.79	\$176,866.90	\$3,019.18	\$2,495.52	\$1,285.32	\$874.30	\$8,579.24	\$914.23	\$1,036.32	\$0.00	
Deschutes Property Tax Prior Year	\$4,000.00	\$ 3,368.14	\$ 369.74	\$630.13	\$270.87	\$320.43	\$1,142.45	\$73.23	\$355.52	\$205.77	\$247.11	\$589.62	\$305.65	\$449.56	\$0.00	
Adult Gym	\$1,000.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$355.00	\$115.25	\$0.00	\$0.00	
Football	\$5,667.00	\$ 5,615.00	\$ 465.00	\$3,690.00	\$780.00	\$600.00	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Soccer	\$5,667.00	\$ 300.00	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$1,050.00	\$2,731.00	\$1,310.00	\$60.00	\$0.00	
Basketball	\$5,656.00	\$ 2,340.00	\$ -	\$0.00	\$0.00	\$0.00	\$100.00	\$1,100.00	\$1,040.00	\$100.00	\$65.00	\$0.00	\$0.00	\$0.00	\$0.00	
Adult Softball	\$600.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Photo 101	\$600.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	
Pop Cans	\$4,500.00	\$ 2,396.80	\$ -	\$0.00	\$770.20	\$492.40	\$406.60	\$0.00	\$727.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Walking Group	\$600.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.00	\$135.00	\$0.00	\$0.00	\$0.00	
Line Dancing	\$600.00	\$ 6.00	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.00	\$42.00	\$46.00	\$40.00	\$0.00	\$0.00	
Volley Ball	\$400.00	\$ 140.00	\$ -	\$0.00	\$0.00	\$0.00	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Roller Derby	\$500.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
RC Flyers	\$800.00	\$ 320.00	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$145.00	\$95.00	\$80.00	\$150.00	\$110.00	\$110.00	\$35.00	\$0.00	
Dutch Oven Classes	\$400.00	\$ 70.00	\$ 70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Cold Weather Gardening	\$400.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
COCC Classes	\$0.00	\$ 2,773.00	\$ -	\$0.00	\$568.00	\$1,090.00	\$134.00	\$0.00	\$309.00	\$672.00	\$0.00	\$0.00	\$3.42	\$0.00	\$0.00	
Bank Interest	\$900.00	\$ 52.61	\$ 7.66	\$6.50	\$6.15	\$6.29	\$2.72	\$12.20	\$10.76	\$0.33	\$4.54	\$3.53	\$3.49	\$3.25	\$0.00	
Donations/Grants	\$30,500.00	\$ 14,834.05	\$ 150.00	\$0.00	\$4,909.54	\$2,000.00	\$7,254.51	\$0.00	\$0.00	\$520.00	\$0.00	\$1,045.00	\$350.00	\$1,315.93	\$0.00	
Events	\$12,100.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Miscellaneous	\$10,500.00	\$ 1,146.66	\$ -	\$260.00	\$0.00	\$0.00	\$0.00	\$210.16	\$0.00	\$676.50	\$1,653.60	\$641.73	\$500.00	\$0.00	\$0.00	
Subtotal	\$293,895.00	\$ 230,082.15	\$ 4,027.41	\$6,306.72	\$8,706.84	\$6,799.91	\$188,102.18	\$5,944.77	\$5,798.40	\$4,395.92	\$4,811.55	\$15,966.12	\$5,267.04	\$4,085.06	\$1,518.00	
Net working capital	\$75,000.00	\$ 75,000.00	\$ 75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Totals	\$368,895.00	\$305,082.15	\$ 79,027.41	\$6,306.72	\$8,706.84	\$6,799.91	\$188,102.18	\$5,944.77	\$5,798.40	\$4,395.92	\$4,811.55	\$15,966.12	\$5,267.04	\$4,085.06	\$1,518.00	

2/28/14	La Pine Park & Recreation Community School Fund Budget 20113-14				
Line Item	Title	Budget	Actual Fund	Balance	% spent
	Pers Srvcs				
1010	Full Time Employees	\$0.00	\$0.00	\$0.00	0%
1001	Salary Employee	\$0.00	\$0.00	\$0.00	0%
1010	Director of Parks & Rec (FT)	\$4,500.00	\$2,981.10	\$1,518.90	66%
1002	Community School Coordinator (PT)	\$22,540.00	\$18,816.00	\$3,724.00	83%
1003	Community School Tutor (PT)	\$0.00	\$0.00	\$0.00	0%
1004	Front Office Coordinator (PT)	\$2,000.00	\$2,710.00	\$1,000.00	136%
1011	Comm School Site Supervisor (PT)	\$6,350.00	\$3,678.80	\$2,671.20	58%
1012	Summer Camp Staff (PT)	\$12,000.00	\$9,913.97	\$2,086.03	83%
1013	Sports Coordinator (PT)	\$7,500.00	\$5,675.00	\$1,825.00	76%
1014	Class Instructors (PT)	\$4,000.00	\$3,000.00	\$2,000.00	75%
1005	Retirement	\$600.00	\$145.70	\$454.30	24%
1006	Health & L&T Insurance	\$750.00	\$385.00	\$365.00	51%
1007	Payroll Taxes	\$6,000.00	\$3,215.17	\$2,784.83	54%
1008	Contracted Employees	\$0.00	\$0.00	\$0.00	0%
1009	Allowance Compensation	\$360.00	\$210.00	\$150.00	58%
	Pers Srvcs Total	\$66,600.00	\$50,730.74	\$18,579.26	76%
	Materials & Supplies				
2002	Advertising	\$2,000.00	\$0.00	\$2,000.00	0%
2005	Communications	\$1,500.00	\$953.14	\$546.86	64%
2006	Donations	\$0.00	\$0.00	\$0.00	0%
2007	Dues & Subscriptions	\$250.00	\$68.00	\$182.00	27%
2008	Education & Training	\$2,000.00	\$440.00	\$1,560.00	22%
2020	Food	\$0.00	\$0.00	\$0.00	0%
2010	Insurance	\$2,400.00	\$0.00	\$2,400.00	0%
2013	Office Supplies	\$1,500.00	\$52.00	\$1,448.00	3%
2014	Professional Fees	\$2,500.00	\$1,060.15	\$1,439.85	0%
2015	Program Expense	\$7,500.00	\$3,510.37	\$3,989.63	47%
	Transportation	\$4,500.00	\$1,227.90	\$3,272.10	27%
2016	Refunds	\$500.00	\$20.00	\$480.00	4%
2018	Utilities	\$3,500.00	\$3,886.50	(\$386.50)	111%
2021	Copier/Printing	\$2,500.00	\$1,788.99	\$711.01	72%
	Materials & Supplies Totals	\$30,650.00	\$13,007.05	\$17,642.95	42%
	Interfund Revenue transfers				
5025	Equipment Replacement Fund	\$750.00	\$750.00	\$0.00	0%
	General Operating Contingency	\$0.00	\$0.00	\$0.00	0%
	Total Expenditures	\$98,000.00	\$63,737.79	\$34,262.21	65%
	Unappropriated Ending Fund Balance	\$500.00	\$500.00	\$0.00	100%
	Totals Expenses	\$98,500.00	\$64,237.79	\$34,262.21	65%

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

Ordinary Income/Expense	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Income					
Chamber Income					
General Operating					
Membership					
New Membership	300.00	334.00	2,943.00	2,664.00	4,000.00
Renewals	3,563.00	2,666.66	20,478.00	21,333.36	32,000.00
Total Membership	3,863.00	3,000.66	23,421.00	23,997.36	36,000.00
Total General Operating	3,863.00	3,000.66	23,421.00	23,997.36	36,000.00
Program Income					
Annual Banquet					
Annual Dinner Tickets	3,150.00	3,000.00	4,060.00	4,200.00	4,200.00
Live Auction	3,885.00	2,000.00	3,885.00	2,000.00	2,000.00
Silent Auction	1,869.00	3,000.00	1,869.00	3,000.00	3,000.00
Sponsors	2,275.00	4,000.00	2,275.00	4,000.00	4,000.00
Total Annual Banquet	11,179.00	12,000.00	12,089.00	13,200.00	13,200.00
Breakfast					
Breakfast Club	0.00	158.00	1,448.00	1,268.00	1,900.00
Breakfast Sponsor	99.00	100.00	1,188.00	800.00	1,200.00
Regular Attendance	410.00	542.00	4,420.00	4,332.00	6,500.00
Table Sponsor	99.00	99.00	1,287.00	594.00	1,000.00
Total Breakfast	608.00	899.00	8,343.00	6,994.00	10,600.00
Cookbook					
Cookbook Ad Sales	0.00	0.00	0.00	0.00	0.00
Cookbook Sales	0.00	0.00	127.00	0.00	0.00
Cookbook Sales (3rd)	0.00	0.00	0.00	0.00	0.00
Total Cookbook	0.00	0.00	127.00	0.00	0.00
E-Mail Update Sponsors	0.00		475.00		
Miscellaneous Events					
Holiday Light Parade	0.00	0.00	1,090.00	1,000.00	1,000.00
Window Lighting Contest	0.00	0.00	0.00	0.00	0.00
Women In Business Conference	0.00	0.00	0.00	0.00	1,000.00
Total Miscellaneous Events	0.00	0.00	1,090.00	1,000.00	2,000.00
Newsletter					
Advertising	0.00	85.00	475.00	680.00	1,020.00

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Inserts & Printing	40.00	65.00	180.01	520.00	780.00
Total Newsletter	40.00	150.00	655.01	1,200.00	1,800.00
Other Income					
Interest	0.00		1.41		
Light Pole Xmas	0.00		990.00		
Resale Items	0.00		832.31		
Total Other Income	0.00		1,823.72		
Sportsman's Recreation Show					
Derby Entries	0.00		0.00		
Sponsorships	0.00		0.00		
Total Sportsman's Recreation Show	0.00		0.00		
Website Ad Sales	0.00		25.00		
Total Program Income	11,827.00	13,049.00	24,627.73	22,394.00	27,600.00
Total Chamber Income	15,690.00	16,049.66	48,048.73	46,391.36	63,600.00
Facilities Income					
Frontier Days Association	75.00	0.00	150.00	0.00	0.00
KITC Radio	25.00	0.00	50.00	0.00	0.00
Newberry Eagle	50.00	0.00	100.00	0.00	0.00
Facilities Income - Other	100.00		200.00		
Total Facilities Income	250.00	0.00	500.00	0.00	0.00
Other Events	0.00		510.00		
Workshops	0.00		0.00		
Total Special Events	0.00		510.00		
Visitor Center Income					
Facilities Income					
Frontier Days Assoc	175.00	0.00	350.00	0.00	0.00
KITC Radio	75.00	0.00	150.00	0.00	0.00
Newberry Eagle	100.00	0.00	200.00	0.00	0.00
Total Facilities Income	350.00	0.00	700.00	0.00	0.00
TRT from City of La Pine	4,300.00	4,229.00	43,000.00	33,832.00	50,748.00
Visitors Guide	0.00	0.00	0.00	7,500.00	7,500.00
Website/Ad Sales	0.00	100.00	0.00	800.00	1,200.00
Total Visitor Center Income	4,650.00	4,329.00	43,700.00	42,132.00	59,448.00

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Total Income	20,590.00	20,378.66	92,758.73	88,523.36	123,048.00
Gross Profit	20,590.00	20,378.66	92,758.73	88,523.36	123,048.00
Expense					
Chamber Expense					
General Operating					
Facilities					
Cascade Natural Gas	75.78		121.20		
Electric*(25/75 split)	383.73	25.00	516.83	200.00	300.00
Garbage Recycling	30.80		41.85		
Rent*(25/75 split)	187.50	100.00	947.64	800.00	1,200.00
Repair/Maintenance/Upgrade	0.00	0.00	482.82	0.00	0.00
Snow Plowing	0.00	100.00	0.00	200.00	200.00
Utilities-Rentals	0.00	0.00	0.00	0.00	0.00
Total Facilities	677.81	225.00	2,110.34	1,200.00	1,700.00
Insurance					
D&O Coverage	145.87	50.00	383.33	400.00	600.00
Gen, Liability, W/C	44.93	50.00	492.43	400.00	600.00
Total Insurance	190.80	100.00	875.76	800.00	1,200.00
Miscellaneous Operations					
Accounting Fee	266.50	350.00	2,523.25	2,800.00	4,200.00
Awards, scholarship/Plaquestags	0.00	83.33	232.50	666.68	1,000.00
Bank Service Charges					
Bank Credit Card Fees	143.49		143.49		
Bank Service Charges - Other	0.00	29.17	186.13	233.32	350.00
Total Bank Service Charges	143.49	29.17	329.62	233.32	350.00
Books, Subscriptions, Reference	0.00	25.00	0.00	200.00	300.00
Contract Services	100.00	83.33	845.71	666.68	1,000.00
Credit Card Processing	0.00	41.60	275.96	333.60	500.00
Memberships and Dues	0.00	50.00	218.75	200.00	350.00
Postage Meter & Scale Rental	2.31	13.90	85.23	111.20	167.00
Software	0.00	0.00	331.95	0.00	0.00
Volunteer Appreciation	0.00	33.33	277.05	266.68	400.00
Miscellaneous Operations - Other	-213.98		-213.98		
Total Miscellaneous Operations	298.32	709.66	4,906.04	5,478.16	8,267.00

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Office Equipment & Supplies					
Advertising					
Volunteer Workshop Advertising	0.00	0.00	0.00	250.00	250.00
Advertising - Other	150.00	83.33	657.00	666.68	1,000.00
Total Advertising	150.00	83.33	657.00	916.68	1,250.00
Capital Exp-Computers/Other Equ	0.00	0.00	0.00	500.00	500.00
General Supplies	10.00	142.00	668.04	1,133.00	1,700.00
Printer Lease	51.00	51.00	308.55	408.00	612.00
Repair	23.99	0.00	40.67	300.00	400.00
Telephone/Fax/Internet	30.51	35.00	244.08	280.00	400.00
Total Office Equipment & Supplies	265.50	311.33	1,918.34	3,537.68	4,862.00
Total General Operating	1,432.43	1,345.99	9,810.48	11,015.84	16,029.00
Newsletter					
Bulk Mailing Permit #50	0.00	0.00	0.00	0.00	200.00
Postage	0.00	66.67	565.42	533.32	800.00
Printing Costs	0.00	125.00	1,984.52	1,000.00	1,500.00
Total Newsletter	0.00	191.67	2,549.94	1,533.32	2,500.00
Payroll Expenses					
Administrative Assistance	376.53	450.00	2,986.98	3,600.00	5,400.00
Clerical Staff-part time	245.16	250.00	1,612.71	2,000.00	3,000.00
Executive Director (Part time)	1,086.78	1,333.33	8,683.92	10,666.68	16,000.00
Payroll Tax Expenses	433.63	402.50	4,353.54	3,220.00	4,830.00
Total Payroll Expenses	2,142.10	2,435.83	17,637.15	19,486.68	29,230.00
Program Expense					
Annual Banquet					
Awards	30.00		30.00		
Catering	2,970.00	4,000.00	2,970.00	4,000.00	4,000.00
Decorations	113.95		217.71		
Facility Rental	0.00	1,000.00	750.00	1,000.00	1,000.00
Other	621.32	250.00	692.16	750.00	1,000.00
Total Annual Banquet	3,735.27	5,250.00	4,659.87	5,750.00	6,000.00
Breakfast					
Catering	0.00	625.00	4,034.00	5,000.00	7,500.00
Total Breakfast	0.00	625.00	4,034.00	5,000.00	7,500.00

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Miscellaneous Events					
Holiday Lights Parade	0.00	0.00	752.30	1,000.00	1,000.00
Light Pole Xmas	0.00		820.00		
Miscellaneous	0.00	50.00	1,115.36	250.00	250.00
Rodeo	0.00	0.00	0.00	0.00	0.00
Total Ticket Reimbursements	0.00	0.00	0.00	0.00	0.00
Window Lighting Parade	0.00	0.00	0.00	0.00	0.00
Women in Business Conference	0.00	0.00	0.00	0.00	1,000.00
Total Miscellaneous Events	0.00	50.00	2,687.66	1,250.00	2,250.00
Sportsman's Recreation Show-					
Facility Rental	0.00		150.00		
Total Sportsman's Recreation Show-	0.00		150.00		
Website					
Development	0.00	100.00	0.00	800.00	1,200.00
Maintenance	132.60	83.33	866.58	666.68	1,000.00
Total Website	132.60	183.33	866.58	1,466.68	2,200.00
Total Program Expense	3,867.87	6,108.33	12,398.11	13,466.68	17,950.00
Total Chamber Expense	7,442.40	10,081.82	42,395.68	45,502.52	65,709.00
Visitor's Center Expenses					
Program Expense					
Advertising	0.00	50.00	2,018.42	475.00	700.00
Advertising Events	0.00	291.00	3,405.00	2,332.00	3,500.00
Grants					
Car Show	0.00		800.00		
Harry Brown - 15th Annual Dixie	0.00		300.00		
Grants - Other	0.00	116.67	1,000.00	933.32	1,400.00
Total Grants	0.00	116.67	2,100.00	933.32	1,400.00
Payroll Expense					
Administrative Assistant	376.54	450.00	2,987.00	3,600.00	5,400.00
Executive Director	1,086.78	1,333.40	8,683.92	10,666.80	16,000.00
Payroll Tax Expenses	433.61	402.50	4,522.68	3,220.00	4,830.00
Staff-part time	245.16	250.00	1,612.74	2,000.00	3,000.00

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Total Payroll Expense	2,142.09	2,435.90	17,806.34	19,486.80	29,230.00
Visitor Guide					
Ad Sales Compensation	0.00	25.00	0.00	200.00	300.00
Graphic Design Services	0.00	40.00	0.00	330.00	500.00
Printing Cost	0.00	408.33	0.00	3,266.68	4,900.00
Total Visitor Guide	0.00	473.33	0.00	3,796.68	5,700.00
Website					
Maintenance	132.60	150.00	1,298.60	1,200.00	1,800.00
Total Website	132.60	150.00	1,298.60	1,200.00	1,800.00
Total Program Expense	2,274.69	3,516.90	26,628.36	28,223.80	42,330.00
Visitor's Center Expenses - Other	0.00		0.00		
Total Visitor's Center Expenses	2,274.69	3,516.90	26,628.36	28,223.80	42,330.00
Visitor's General Operating					
Facilities					
Cascade Natural Gas	75.77		212.02		
Electric	383.73	53.00	782.90	424.00	630.00
Garbage Recycling	0.00		11.05		
Maintenance	0.00	15.00	107.35	120.00	200.00
Office Equipment					
Copier/Printer	220.45		220.45		
Total Office Equipment	220.45		220.45		
Rent	562.50	300.00	2,506.92	2,400.00	3,600.00
Repair/Maintenance/Upgrade	0.00	0.00	0.00	0.00	0.00
Utilities Rental	0.00	0.00	0.00	0.00	0.00
Total Facilities	1,242.45	368.00	3,840.69	2,944.00	4,430.00
Insurance					
D&O Coverage	145.87	50.00	508.27	400.00	600.00
Gen Liability, W/C	44.91	50.00	367.29	400.00	600.00
Total Insurance	190.78	100.00	875.56	800.00	1,200.00
Miscellaneous Operations					
Accounting Fees	266.50	350.00	2,506.75	2,800.00	4,200.00
Contract Services	100.00	83.33	555.00	666.68	1,000.00
Credit Card Processing	0.00	25.00	0.00	200.00	300.00

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	Feb 14	Budget	Jul '13 - Feb 14	YTD Budget	Annual Budget
Mailing Scale Rental & Supplies					
Postage meter & Scale Rental					
Postage	0.00		530.73		
Total Postage meter & Scale Rental	0.00		530.73		
Mailing Scale Rental & Supplies - Other	0.00	13.92	0.00	111.32	167.00
Total Mailing Scale Rental & Supplies	0.00	13.92	530.73	111.32	167.00
Membership Dues	0.00	0.00	12.50	50.00	100.00
Volunteer Appreciation	0.00	0.00	0.00	175.00	300.00
Total Miscellaneous Operations	366.50	472.25	3,604.98	4,003.00	6,067.00
Office Equip & Supplies					
Copier Lease	51.00	51.00	413.10	408.00	612.00
Day Tripping Expense	0.00		200.00		
General Supplies	15.68	142.00	549.25	1,134.00	1,700.00
Printing Cost	0.00		566.06		
Repair	0.00	16.66	130.50	133.36	200.00
Seminar Workshops	0.00	50.00	432.52	400.00	600.00
Telephone/Fax/Internet	0.00	16.67	0.00	133.36	200.00
Total Office Equip & Supplies	66.68	276.33	2,291.43	2,208.72	3,312.00
Total Visitor's General Operating	1,866.41	1,216.58	10,612.66	9,955.72	15,009.00
Total Expense	11,583.50	14,815.30	79,636.70	83,682.04	123,048.00
Net Ordinary Income	9,006.50	5,563.36	13,122.03	4,841.32	0.00
Other Income/Expense					
Other Income					
Interest from Savings - 8305797	0.00		2.09		
Credit Cards sales	2,910.00		3,690.00		
Other Income-misc	0.00		37.61		
Total Other Income	2,910.00		3,729.70		
Other Expense					
Credit Cards sales expense	0.00		1,076.70		
Ask My Accountant -write off	0.00		914.17		
Total Ask My Accountant					

La Pine Chamber of Commerce
Profit & Loss Budget Performance-2013-14
February 2014

	<u>Feb 14</u>	<u>Budget</u>	<u>Jul '13 - Feb 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total Other Expense	<u>0.00</u>		<u>1,990.87</u>		
Net Other Income	<u>2,910.00</u>		<u>1,738.83</u>		
Net Income	<u>11,916.50</u>	<u>5,563.36</u>	<u>14,860.86</u>	<u>4,841.32</u>	<u>0.00</u>

The LPRD Board Meeting

Minutes

February 11, 2014

Work Session:

- 1 Call to order at 6PM- a few minutes to go over the packets
2. Bob leaves for Rotary Training and will be back on Monday
3. Election Update
 - a. Notice goes to Lori Craighead
 - b. All of the paperwork has been posted
 - c. Ellen Currie has done a PowerPoint for the PAC to use
 - d. Bob has rec'd a couple of emails about dissatisfaction of residents up north.
 - e. Tom O'Shea supports the annexation and needs the talking points we will use
4. A celebration for the Land transfer when it comes needs to be scheduled
 - a. invites to all of the usual suspects
 - b. We need to make plans for the input from the community at the same time re: usage
 - c. All of the docs are drawn up for the transfer at this time but, are in the BLM legal dept.
 - d. We need to coordinate potential partners and the group that has to sign off on the transfer on our end of receiving the land to meet together soon.
5. Ann Gawith has asked to have parking on the new land for the Frontier Days and La Pine Rodeo. The board has decided that because of the restrictions put on the property at this time, the answer will be no. Robert Ray will contact her via email.
6. Work session closed at 6:19.

General Session:

1. Call to order At 6:21 by Robert Ray

2. Quorum was established. Robert Ray, Joel Brader, John Wurst and Sharon Walling were present. Arlo Fertig was absent. Staff present: Bob Schulz, ED, Mary Thorson, Bookkeeper and Teri Myers, Recorder were all present. Guests: Gary Gordon
3. Pledge of Allegiance: Robert led the pledge
4. Acknowledgement of the agenda/Public Comment: add: Gary Gordon's report
5. Minutes from January 14, 2014/ Special meeting on Jan 28, 2014: John moved and Joel seconded that the minutes be approved from Jan. 11th. Motion Passed. John moved and Sharon seconded that the minutes from the Jan 28th meeting be approved. Motion carried.
6. Financial Report: Mary Thorson and Bob Schulz: At this point the budget is underspent, because we are making more in the Community School program with 184 kids and we have 82% of our revenues we expected already. We need to set meetings for the Budget committee. Rex, Robert, Bob, Mary Thorson and ??? will serve this year. Teri will record the meetings.
7. Executive Director's Report: see attached.
 - a. Discussed grants received and grants in the application process
 - b. Bob talked about the plans for the kitchen and Joel asked if we would please be careful not to get one of those hoods that need special cleaning and inspections costing his restaurant \$10 per year to maintain. Joel asked Bob to check with Rex about the cost of insuring just the hood and all else in the kitchen.
 - c. Bob discussed the community meeting that we need to hold for residents about the information we need to get out and how we need to work with the City and community to celebrate getting the land.
8. Committee Reports:
 - a. Gary Gordon and Mary Thorson the Liaison from La Pine Chamber- they will be working to present communication between the Chamber and the parks
 - b. Gary presented a report that nothing is new with the water ways and improvements at this time.
 - c. Sharon Walling Re: Skate Park.
 - i. They are selling breakfast tickets for the kids now, they will introduce the kids and sell tickets at the Chamber breakfast. They will serve sausages and the cost at 33 per case (John Wurst will cover a case cost) The breakfast is on March 22 at the LPCC.
 - ii. John recognizes Sharon for her work on this project.
9. Old Business:
 - a. See above no discussions
10. New Business
 - a. See above no discussions
11. Adjournment was at 7:05 next meeting will be on March 11th.