

RIVER BEND PARK BOARD MEETING MINUTES

January 21st , 2023

1. ROLL CALL

Meeting was called to order by President Stacey Okert at 10:30 am.

Board members in attendance: Stacey Okert, Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer.

Board member absent: Lynn Richert.

2. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Julie Moss made a motion to approve the December 2022 board minutes as written unless there are any changes needed. Seconded by Kimberly Bondi.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

3. APPROVAL OF FINANCIAL REPORT

Kimberly Bondi made a motion to accept the December 2022 financial statements as reported. Seconded by Justin Taylor.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

4. REPORT OF THE PARK MANAGER

Park Manager Jericho Smith wasn't present so Kimberly Bondi gave the park manager report for him.

Bats were found in bathhouse #1. The employees are working tearing out the bad walls that had molded because of the bats then start remodeling it. They are also working on the culverts in block 6. They will pour concrete over the culverts as soon as weather permits.

Justin Taylor asked what the cost of the culverts was at?

Kimberly Bondi stated around \$2,000 to \$2,500 and she didn't know yet what the bathhouse #1 was going to be.

Stacey Okert asked if any employees were laid off and how many were working?

Kimberly Bondi stated Gerald was laid off and the other 5 employees are working around 30-35 hours a week.

6. REPORTS OF STANDING COMMITTEES

Bathroom: John Dahm stated that bathroom #1 is in bad shape. They are working on it.

Activity: Julie Moss stated we are scheduling a meeting with everybody that is on the committee. Lynn Richert has booked the bands for 2 of the holidays. First activity will be the Easter Egg hunt April 8th. More details later.

Audit: Julie Moss stated that the audit committee will be meeting on February 4th to do the last audit of 2022. This will be for October, November, and December.

Bylaw: Justin Taylor stated he was setting up a meeting to get started.

Abandoned lot: Michael Roland stated he hasn't started yet because he was told the new committee members started in March.

7. REPORTS OF SPECIAL COMMITTEES

None

8. OLD BUSINESS

Stacey Okert stated the locks/key readers for the bathrooms/pools had been tabled for awhile and we needed to decide what to do about them.

After much discussion on the locks/key readers the board decided to not do the locks/key readers on the bathrooms/pools.

Michael Roland made a motion not to get locks/key readers for the bathrooms/pools. Seconded by Adam Farmer.

The following board members voted Aye: Justin Taylor, Julie Moss, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

Board member Kimberly Bondi abstained.

Julie Moss asked if we had heard anything about our ADEQ permit?

Kimberly Bondi stated we are still waiting. They are sending us an ad to run in the local newspaper.

Michael Roland asked if the boy that jumped the fence at the pool ever served his community work?

Julie Moss stated that he has not. The board discussed this and decided that Julie Moss will type a letter to be sent to his mom asking her to contact the board about him serving his community service when the park opens.

9. RESOLUTIONS PREVIOUSLY TABLED

None

10. NEW BUSINESS

Adam Farmer asked when the pools will be opening for the season and what it will take to get them ready?

Justin Taylor stated it's always memorial day weekend. He also stated the pools will need to be cleaned and may have to be painted. The Health Dept. will come out and let the park know what needs to be done.

Adam Farmer stated we need to buy extra ropes, life preserver, etc. so if something happens we don't have to close the pools and try to find stuff to fix them.

Adam Farmer asked about hiring a person for the office?

Kimberly Bondi stated that she can't find anybody that is willing to work for \$11. an hour and on weekends. It is not a full time job any more.

Adam Farmer wanted to know why on the official fb page the comments are being turned off and Michael Roland and Jason Thompson were not added as administrators.

Kimberly Bondi stated she would add them as administrators to the fb page.

Justin Taylor told them the rules on being administrators on the fb page.

Stacey Okert stated she had been contacted by property owners about leasing their lots. She opened it up to the property owners at the board meeting to give their opinion about leasing lots in the park.

After a long discussion from board members and property owners it was decided not to lease lots in Riverbend Park.

Jason Thompson made a motion to not allow leasing of any lots within Riverbend Park. Seconded by John Dahm.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Jason Thompson, and Adam Farmer. Motion passed.

Board member Michael Roland abstained.

Justin Taylor stated he thinks only the officers should be allowed to use the Riverbend Park letterhead and it takes 2 signatures to use it. Any letters used by a committee that doesn't use the letterhead needs 2 signatures by the board members on the committee.

Justin Taylor made a motion that only the officers on the board can use the Riverbend Park letterhead and at least 2 have to sign the letter. Seconded by Kimberly Bondi.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

Justin Taylor made a motion to change the board meetings to the 2nd Monday night of the month to be held at the Bono community building starting at 6:30pm. Seconded by John Dahm.

Michael Roland asked if we could change it since the POA voted on it to be held on Saturday?

Kimberly Bondi and Justin Taylor told him the POA couldn't tell the board when they could have board meetings according to the bylaws.

The following board members voted Aye: Justin Taylor, Julie Moss, Kimberly Bondi, John Dahm, Michael Roland, Jason Thompson, and Adam Farmer. Motion passed.

11. MISCELLANEOUS AND UNFINISHED BUSINESS

None

12. ANNOUNCEMENTS

Weather permitting the park will open for the 2023 season on Friday March 17th, 2023

Board meetings will now be on the second Monday of the month at the Bono community building starting at 6:30pm. It will also be on zoom.

13. ADJOURNMENT

Julie Moss made a motion to adjourn the meeting. Seconded by Justin Taylor. Motion passed by majority verbal Ayes. Meeting adjourned at 12:15pm.

Finance Committee Audit Report October, November, December 2022

Meeting Date: February 4, 2022

Committee Members present: Brandy Alcorn, James Alcorn, Angela Ostermeier, Shara Farmer, and Julie Moss. The audit was held in the office. Kim Bondi was present in the office during the audit covering office hours & answering questions from the audit.

Records audited in the office: Bank statements, Expenses/bills, Deposits, Receipts, Receipt books, and quick books reports.

Information reviewed out of office: Payroll. This is done every 2 weeks to catch any potential errors quickly.

Expenses:

The park is still waiting on a refund of \$118.22 from the State of Arkansas for back taxes paid for redemption of lot 068-03 that was going to be auctioned for back taxes (the park was recorded as the prior owner of the lot). After the park paid the back taxes, a property owner came forward with a deed to that lot.

The December bank statement showed a \$669.08 Payroll credit from the IRS on 12/23/22 with no explanation. Kim and the accountant have reached out to the IRS on this, but have not received a response yet.

There four employee checks that were never deposited or cashed by the employees have now timed out and are voided.

Deposits:

Deposits are being made in a timely manner. No issues were found.

Receipts:

There was one missing receipt for \$7.20 to Bills. This was for 2 cases of Waters.

Payroll:

Employee payroll for 10/7/22- 12/29/22 was checked using employee timecards, accountant's payroll reports, and time clock printouts.

There were no payroll errors this quarter.

Comparison of January-December 2021 to January-December 2022

	Regular Employee hours	Overtime Hours
2021	7,533.84	174.78
2022	8,163.09	64.11

Additional:

A special bank account was set up for activities last quarter. Money from fundraisers and donations will now be kept separate from the main account.

A cash app account was set up to take donations for activities (\$RBParkAct).