

01/19/26 ROSE CITY AREA COMMUNITY CENTER MINUTES

	BOARD	AFFILIATION	POSITION	E-MAIL
E	KATHY CURTIS	KLACKING TWP	CHAIR	Kmbcurtis48@yahoo.com
X	MARK BERDAN	ROSE CITY	VICE-CHAIR	mberdan@michiganworks4u.org
X	MELISSA BORTLE	HILL TWP	TREASURER	Melissab.hilltwp@yahoo.com
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X	DUANE PELFREY	CUMMINGS TWP	BOARD MEMBER	pelfreyduane@yahoo.com
	Vacant	CUMMINGS TWP	BACK-UP	
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E	KRISTINA DANFORTH	ROSE CITY	BACK-UP	
X	DEBBI THOMAS	KLACKING TWP	BACK-UP	klackingtownshipsupervisor@yahoo.com

CALL TO ORDER 6:00 pm

PLEDGE OF ALLEGIANCE

Agenda

- Addition of:
 - Resolution to change fiscal year if necessary
 - Book keeping & transition from current practice to Stephenson & Company, treasurer position still exists, getting expert assistance
 - Gun raffle (CJ)
 - Fitness room mirrors order – need to order; once fitness center is done we are going to have an open house for all four townships and city. Mark will procure them from NTC that will put them tax exempt. Allocation was for \$1000 for mirrors was already made. Motion for mark to purchase via NTC – Melissa. Support – Duane. None opposed.
 - Two additional pickle ball nets. We have one great pickle ball net, the other two are not great. We have a donation to support. Get them hinged by Virgil N in the future for easier move for school use. We have a code for \$100 code. Motion to purchase 2 more through NTC funding – Duane. Second – Melissa. None opposed.
 - Two 55" TVs for fitness room – Duane will be donating one as well. Can get for about \$235 each via NTC account.
 - Motion not to exceed \$600 – Kirsten.
 - Support - Duane
 - None opposed.
 - Gateway bill for heat – request an itemized by date and what they accomplished. Billing was for 8 hours. Bill exceeds our \$500 approved budget. We did get state inspection paperwork for the upper level boilers. Duane will contact. Gateway does not return calls.
 - Annual report – Mark. Common message for all municipalities. Mark will be developing a draft using Rhonda's update from Facebook. We want their future support, so we need to tell them what we are doing. PR person from Michigan Works will be reviewing and adding pictures. Copies (color) will be made and presented to the townships and city. Representatives from RCACC will be available to present. Estimate of 15 copies for each municipalities. Working to be done by next Monday.
 - Keyed door locks – physical re-keying of the doors. Exterior locks will be changed, leasers will have a key, RCACC will have master locks. Earl's Building Supply. Interior locks will also be reset. Mark is applying for a grant that will cover this. Gym doors will

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be locked when the fitness center opens to prevent people from using the gym unsupervised. Lock cores are \$50 each, we can install.

- Move – Kirsten
- Support – Melissa
- None opposed

Previous Meeting Minutes

- Motion – minutes date needs to change to 01/05/26 - Kirsten
- Support – Duane
- None Opposed

Public comment

- 3 minute
 - Question who is doing the accounting – Cindy Scott, Stephenson & Company (accountant for NTC). NTC is going to pro-bono costs.
 - Red Cross class tomorrow
 - Prince of Peace donation received and there is a Community Center tote

Kathy report

- Excused

Mark report

- Quickbooks with Stephenson & Co
- Fitness room flooring has been paid and ordered, will be shipped this week.
- Snowplowing & shoveling shout out to Brad, Duane, and Matt. School plowed today.
- Thanks to Duane for fixing the drinking fountain.
- Red Cross meeting tomorrow, 01/20/26.
- Request to rent the gym 4:30-6:30, every day for a month? More information needed.
- Bible study rental.
- Outlaw Softball after church on Sundays, starting 01/25/26. Three months of revenue.
- Shoutout to Rhonda for volunteers.
- Duane - Little people wrestling at Plainfield (Micromania) last week. Should look into it, it sells out and would be a great fundraiser.
- What are our next steps?
 - How do we order things? Not having a board member/volunteer buy. Can use NTC, they have a credit card.
- NTC has about 15 different projects going, We will have accounting lines that reflect our activities – rent, supplies, equipment, etc. Nothing will be purchased without approval from the board.
- Motion for resolution – Duane, support Melissa.
 - Mark – yes
 - Duane – yes
 - Melissa – yes
 - Kirsten – yes
 - Kathy – excused
 - Motion passed
- Access to bookkeeping, etc. Motion – Kirsten; Support – Duane.
 - Mark – yes
 - Duane – yes

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- Melissa – yes
- Kirsten – yes
- Kathy – excused
- Motion passed

Melissa report

- Treasurer report – will be changing soon. Report received.
- Receipt book – Rhonda
- Door locks and water filters – Duane. \$589
- Motion to approve – Mark. Support – Kirsten. None opposed.
- Municipality insurance grant may cover the cost of the lock change.

Secretary – Kirsten

- Alan Clemens and I looked at plans.
- Matt, Brad and I are the contacts for the eagle scout project.

Maintenance/yard – Duane

- Refrigerator is dead – donated, but dead.
- New filters for the water bottle filling stations.
- Maintenance idea – walker (Andy Anderson) suggested railing on the stairs; he is willing to purchase and install. Need a chain across other stairway into the old locker room.
- Try to pretty up the hallways – get the alumni pictures to hang up.
- Grace Dooley from the historical society will be re-doing the trophy case.
- Tree of life for donors possibly

Grants/fundraising – Mark/Kirsten/Rhonda Copeland

- Gun raffle for Center
 - Spell out all of the abbreviations on the sheet
 - 31 guns, month with 31 days – mid day lotto daily 3 number
 - If you don't qualify with background check, you get \$200
 - All winners have to go through federal background check
 - 999 tickets
 - \$25 each
 - Motion – Kirsten
 - Support – Duane
 - None opposed
 - October would give us more time

Volunteer Coordinator

- Game night – terrible weather, good turnout
- Prince of Peace (Sandy) donate snacks
- One each month, 2nd Saturday of every month
- Group tonight that did cleaning; Hazel got special mops for the gym floor.
- When someone rents a room, we need to make sure it is cleaned before and after.
- Got all the black marks off the gym floor with dawn soap and magic eraser
- This month is covered for walking
- Duane and Mark are doing evening closing
- Instructions for renters are posted on cleaning, etc.

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- Is there a deposit for renting a room or gym? Year-round renters did, so did church.
- We need to set up a deposit for cleaning. Would need to revise the rental agreement.
- Rental rates – guy that wants to teach bridge; he would need to rent the room. If he comes on game night, would not need to rent the room.

Public Comment

- Mike Buaer and Rhonda Copeland met – estimate for transfer switch to use portable generator. Motion – for estimate for electrician for transfer switch – Mark; support – Kristen.
- Motion to adjourn - 7:34 pm – Kirsten
Support – Duane
None opposed
- **Next meeting 6 pm Monday, February 2, 2026**