

Louisburg Recreation Commission
Board Meeting
July 18th, 6:00pm
City Hall

Mission Statement:

The LRC is committed to serving our community by developing & maintaining programs for all ages and abilities.

1. Call to Order
2. Consent Agenda
 - a. Adopt agenda
 - b. Approval of the minutes of June 20th meeting
 - c. Financial Report
3. Public Comments-Persons who wish to address the Recreation Commission Board regarding items not on the agenda may do so at this time. Speakers may be limited to three minutes. Any presentation is for informational purposes only.
4. Recognition of Scheduled Visitors
5. Board reports
6. Staff reports
 - a. Enrichment Coordinator report
 - b. Sports & Facilities Coordinator report
 - c. Director's report
7. Old Business
 - a. End of Year Wage Increases for Director and Sports and Facilities Coordinator
 - b. Vote on whether we will exceed RNR
 - c. Select Date and Time to hold our budget hearing
8. New Business
 - a. Background Check Policy
9. Announcements
 - a. Upcoming Events
 - 7/17-7/20 Sewing Camps (3 separate groups)
 - 7/17-7/19 Fishing Camp
 - 7/22 Flick & Float
 - 7/24 Emoji Pillow Sewing Class
 - 7/26 CD Painting Class
 - 8/1-8/3 Sweet Treats Summer Camp
 - 8/7 Tackle Football Practices Begin
 - 8/9 First Meeting for new Wildcat Anglers Season
 - 8/12 Kids Day at the Louisburg Farmers Market (We will have a table set up)
 - 8/21 Soccer/Volleyball/Flag Football Practices Begin
10. Adjourn meeting

Next Monthly Meeting
Tuesday, August 15th, 2023
6:00pm @ City Hall

Louisburg Recreation Commission

Balance Sheet

As of June 30, 2023

	<u>Jun 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
First Option Bank	136,905.95
FOB - Debit Card Acct	3,342.01
Total Checking/Savings	<u>140,247.96</u>
Total Current Assets	140,247.96
Fixed Assets	
Furniture and Equipment	16,810.79
Total Fixed Assets	<u>16,810.79</u>
TOTAL ASSETS	<u>157,058.75</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	11,282.23
Total Accounts Payable	<u>11,282.23</u>
Total Current Liabilities	<u>11,282.23</u>
Total Liabilities	11,282.23
Equity	
Unrestricted Net Assets	128,740.74
Net Income	17,035.78
Total Equity	<u>145,776.52</u>
TOTAL LIABILITIES & EQUITY	<u>157,058.75</u>

Louisburg Recreation Commission
Profit & Loss Budget vs. Actual
 July 2022 through June 2023

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income	333,545.55	349,673.00	-16,127.45	95.4%
Expense				
Personnel	135,462.31	125,000.00	10,462.31	108.4%
Contractual	63,970.48	80,850.00	-16,879.52	79.1%
Commodities	66,018.17	182,000.00	-115,981.83	36.3%
Capital Expenditures	51,058.81	73,753.00	-22,694.19	69.2%
Total Expense	316,509.77	461,603.00	-145,093.23	68.6%
Net Ordinary Income	17,035.78	-111,930.00	128,965.78	-15.2%
Other Income/Expense				
Other Expense	0.00			
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	17,035.78	-111,930.00	128,965.78	-15.2%

Louisburg Recreation Commission
Profit & Loss by Class
 July 2022 through June 2023

	Adult Kickball	Adult Softball	Adult Volleyball	Baseball/Softball	Basketball	Enrichment Program	Fishing	Flag Football
Ordinary Income/Expense								
Income								
Concession Income	0.00	0.00	0.00	7,395.19	0.00	0.00	0.00	0.00
Direct Public Support								
Corporate Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Individ, Business Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Direct Public Support	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Program Income								
Participation Fees	600.00	750.00	1,550.00	30,610.00	21,655.00	7,575.00	4,110.00	9,110.00
Total Program Income	600.00	750.00	1,550.00	30,610.00	21,655.00	7,575.00	4,110.00	9,110.00
Rec Tax Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	600.00	750.00	1,550.00	38,005.19	21,655.00	7,575.00	4,110.00	9,110.00
Expense								
Personnel								
Health	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
KPERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vision	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personnel - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Contractual								
Accounting Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Audit Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Concession worker	0.00	0.00	0.00	1,325.00	0.00	0.00	0.00	0.00
Enrichment Coordinator	0.00	0.00	0.00	0.00	0.00	8,725.00	0.00	0.00
Enrichment Instructors	0.00	0.00	0.00	0.00	0.00	5,119.16	0.00	0.00
Outside Contract Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sports Supervisor	0.00	0.00	110.00	2,031.00	2,679.50	0.00	2,772.75	963.75
Umpires	150.00	0.00	0.00	4,505.00	10,330.00	0.00	0.00	2,960.00
Total Contractual	150.00	0.00	110.00	7,861.00	13,009.50	13,844.16	2,772.75	3,923.75
Commodities								
Conference, Convention, Meeting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising and Promotion	0.00	0.00	0.00	0.00	0.00	90.00	0.00	100.00
Awards/Trophies	0.00	0.00	0.00	228.00	405.00	41.00	32.73	170.00
Bank Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Computer and Internet Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Concessions	0.00	0.00	0.00	3,228.59	0.00	0.00	0.00	0.00
Dues and Subscriptions	0.00	0.00	0.00	600.00	0.00	0.00	729.88	0.00
League Fees	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00
Licenses and Fees	0.00	0.00	0.00	0.00	0.00	35.00	0.00	0.00
Meals and Entertainment	0.00	0.00	0.00	0.00	0.00	437.48	0.00	0.00
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operations								
Postage, Mailing Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supplies	0.00	0.00	0.00	388.04	138.58	4,274.86	240.00	3.27
Telephone, Telecommunications	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operations	0.00	0.00	0.00	388.04	138.58	4,274.86	240.00	3.27
Other Types of Expenses								
Insurance - Liability, D and O	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Types of Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reimbursed Expenses	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00
Special Events	0.00	0.00	0.00	0.00	0.00	625.00	0.00	0.00
Travel and Meetings								
Travel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Travel and Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Uniforms	0.00	0.00	0.00	9,907.55	5,105.64	0.00	20.00	1,193.25
Volunteer Gifts	0.00	0.00	0.00	0.00	15.00	0.00	0.00	0.00
Total Commodities	0.00	0.00	0.00	14,402.18	5,664.22	5,503.34	2,522.61	1,466.52

Louisburg Recreation Commission

Profit & Loss by Class

July 2022 through June 2023

	Adult Kickball	Adult Softball	Adult Volleyball	Baseball/Softball	Basketball	Enrichment Program	Fishing	Flag Football
Capital Expenditures								
Equip Rental and Maintenance	0.00	0.00	0.00	223.60	0.00	0.00	0.00	209.00
Equipment	0.00	0.00	0.00	155.46	0.00	0.00	0.00	162.07
Field Maintenance	0.00	0.00	0.00	186.30	0.00	0.00	0.00	0.00
Rent, Parking, Utilities	0.00	0.00	486.00	20,075.00	13,380.00	1,020.00	125.00	0.00
Total Capital Expenditures	0.00	0.00	486.00	20,640.36	13,380.00	1,020.00	125.00	371.07
Total Expense	150.00	0.00	596.00	42,903.54	32,053.72	20,367.50	5,420.36	5,761.34
Net Ordinary Income	450.00	750.00	954.00	-4,898.35	-10,398.72	-12,792.50	-1,310.36	3,348.66
Other Income/Expense								
Other Expense								
Ask My Accountant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	450.00	750.00	954.00	-4,898.35	-10,398.72	-12,792.50	-1,310.36	3,348.66

Louisburg Recreation Commission

Profit & Loss by Class

July 2022 through June 2023

	Pickleball	Soccer	Tackle Football	Volleyball	Walking Program	Unclassified	TOTAL
Ordinary Income/Expense							
Income							
Concession Income	0.00	0.00	0.00	0.00	0.00	262.36	7,657.55
Direct Public Support							
Corporate Contributions	0.00	0.00	0.00	0.00	0.00	2,750.00	2,750.00
Individ, Business Contributions	0.00	0.00	460.00	0.00	0.00	1,000.00	1,460.00
Total Direct Public Support	0.00	0.00	460.00	0.00	0.00	3,750.00	4,210.00
Program Income							
Participation Fees	0.00	48,790.00	7,125.00	4,130.00	0.00	0.00	136,005.00
Total Program Income	0.00	48,790.00	7,125.00	4,130.00	0.00	0.00	136,005.00
Rec Tax Income	0.00	0.00	0.00	0.00	0.00	185,673.00	185,673.00
Total Income	0.00	48,790.00	7,585.00	4,130.00	0.00	189,685.36	333,545.55
Expense							
Personnel							
Health	0.00	0.00	0.00	0.00	0.00	10,108.01	10,108.01
Dental	0.00	0.00	0.00	0.00	0.00	1,415.17	1,415.17
KPERS	0.00	0.00	0.00	0.00	0.00	9,410.52	9,410.52
Payroll Taxes	0.00	0.00	0.00	0.00	0.00	9,765.95	9,765.95
Salaries and Wages	0.00	0.00	0.00	0.00	0.00	103,078.15	103,078.15
Vision	0.00	0.00	0.00	0.00	0.00	870.76	870.76
Personnel - Other	0.00	0.00	0.00	0.00	0.00	813.75	813.75
Total Personnel	0.00	0.00	0.00	0.00	0.00	135,462.31	135,462.31
Contractual							
Accounting Fees	0.00	0.00	0.00	0.00	0.00	5,885.00	5,885.00
Audit Fees	0.00	0.00	0.00	0.00	0.00	4,715.00	4,715.00
Concession worker	0.00	0.00	0.00	0.00	0.00	0.00	1,325.00
Enrichment Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	8,725.00
Enrichment Instructors	0.00	0.00	0.00	0.00	0.00	-798.08	4,321.08
Outside Contract Services	0.00	0.00	220.00	0.00	0.00	1,543.00	1,763.00
Sports Supervisor	23.00	1,137.50	195.00	609.90	0.00	0.00	10,522.40
Umpires	0.00	7,869.00	0.00	900.00	0.00	0.00	26,714.00
Total Contractual	23.00	9,006.50	415.00	1,509.90	0.00	11,344.92	63,970.48
Commodities							
Conference, Convention, Meeting	0.00	0.00	0.00	0.00	0.00	258.00	258.00
Advertising and Promotion	0.00	100.00	0.00	0.00	0.00	955.25	1,245.25
Awards/Trophies	0.00	425.49	0.00	135.00	0.00	0.00	1,437.22
Bank Charges	0.00	0.00	0.00	0.00	0.00	3,711.26	3,711.26
Computer and Internet Expense	0.00	0.00	0.00	0.00	0.00	791.73	791.73
Concessions	0.00	0.00	0.00	0.00	0.00	0.00	3,228.59
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	4,753.00	6,082.88
League Fees	0.00	0.00	0.00	0.00	0.00	0.00	50.00
Licenses and Fees	0.00	0.00	0.00	0.00	0.00	175.00	210.00
Meals and Entertainment	0.00	0.00	0.00	0.00	0.00	391.90	829.38
Office Supplies	0.00	0.00	0.00	0.00	0.00	1,107.16	1,107.16
Operations							
Postage, Mailing Service	0.00	0.00	0.00	0.00	0.00	85.10	85.10
Supplies	76.01	254.27	0.00	14.22	0.00	41.52	5,430.77
Telephone, Telecommunications	0.00	0.00	0.00	0.00	0.00	875.05	875.05
Total Operations	76.01	254.27	0.00	14.22	0.00	1,001.67	6,390.92
Other Types of Expenses							
Insurance - Liability, D and O	0.00	0.00	0.00	0.00	0.00	2,653.63	2,653.63
Total Other Types of Expenses	0.00	0.00	0.00	0.00	0.00	2,653.63	2,653.63
Reimbursed Expenses	0.00	0.00	0.00	0.00	0.00	6,467.27	7,967.27
Special Events	0.00	0.00	0.00	0.00	0.00	0.00	625.00
Travel and Meetings							
Travel	0.00	0.00	0.00	0.00	0.00	255.20	255.20
Total Travel and Meetings	0.00	0.00	0.00	0.00	0.00	255.20	255.20
Uniforms	0.00	10,592.11	1,198.32	666.50	0.00	401.85	29,085.22
Volunteer Gifts	0.00	0.00	0.00	0.00	0.00	74.46	89.46
Total Commodities	76.01	11,371.87	1,198.32	815.72	0.00	22,997.38	66,018.17

Louisburg Recreation Commission

Profit & Loss by Class

July 2022 through June 2023

	Pickleball	Soccer	Tackle Football	Volleyball	Walking Program	Unclassified	TOTAL
Capital Expenditures							
Equip Rental and Maintenance	0.00	1,646.00	0.00	0.00	0.00	0.00	2,078.60
Equipment	0.00	4,700.00	2,120.38	0.00	0.00	0.00	7,137.91
Field Maintenance	0.00	1,399.00	0.00	0.00	0.00	0.00	1,585.30
Rent, Parking, Utilities	1,584.00	374.00	0.00	1,053.00	2,160.00	0.00	40,257.00
Total Capital Expenditures	1,584.00	8,119.00	2,120.38	1,053.00	2,160.00	0.00	51,058.81
Total Expense	1,683.01	28,497.37	3,733.70	3,378.62	2,160.00	169,804.61	316,509.77
Net Ordinary Income	-1,683.01	20,292.63	3,851.30	751.38	-2,160.00	19,880.75	17,035.78
Other Income/Expense							
Other Expense							
Ask My Accountant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income	-1,683.01	20,292.63	3,851.30	751.38	-2,160.00	19,880.75	17,035.78

Louisburg Recreation Commission

07/17/23

Profit & Loss

Accrual Basis

June 2023

	Jun 23
Ordinary Income/Expense	
Income	
Concession Income	5,765.54
Program Income	
Participation Fees	20,195.00
Total Program Income	20,195.00
Rec Tax Income	56,240.70
Total Income	82,201.24
Expense	
Personnel	
Health	805.30
Dental	120.41
KPERs	813.27
Payroll Taxes	783.63
Salaries and Wages	8,624.34
Vision	52.60
Personnel - Other	127.75
Total Personnel	11,327.30
Contractual	
Concession worker	1,120.00
Enrichment Coordinator	660.00
Enrichment Instructors	300.00
Sports Supervisor	2,190.75
Umpires	4,387.00
Total Contractual	8,657.75
Commodities	
Advertising and Promotion	200.00
Awards/Trophies	260.73
Bank Charges	18.48
Computer and Internet Expense	80.00
Concessions	1,966.88
Dues and Subscriptions	14.99
Office Supplies	73.50
Operations	
Postage, Mailing Service	12.60
Supplies	177.93
Telephone, Telecommunications	82.68
Total Operations	273.21
Other Types of Expenses	
Insurance - Liability, D and O	187.09
Total Other Types of Expenses	187.09
Reimbursed Expenses	1,301.58
Total Commodities	4,376.46
Capital Expenditures	
Equipment	155.46
Rent, Parking, Utilities	374.00
Total Capital Expenditures	529.46
Total Expense	24,890.97
Net Ordinary Income	57,310.27
Net Income	57,310.27