

Family Resource Center - Meeting Notice

Governing Body: Governance Board

Date of Meeting: November 13, 2023

Time of Meeting: 4:30 P.M.

Place of Meeting: Family Resource Center (Adult Day Space)

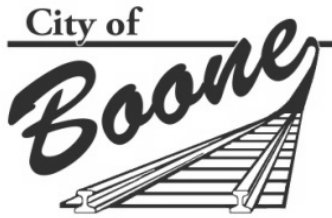
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1. **Old Business**
 - A. Review and Approve Previous Board Meeting Minutes (**Action**)
 - B. Update on Landscaping

 2. **New Business**
 - A. Bills Paid
 1. September
 2. October
 - B. Revenue and Expense Report
 - C. Discuss Fiscal Year 2025 Budget

 3. **Tenant Program Updates**
 - A. Head Start-
 - B. Child Care Junction-
 - C. Adult Day Services-

 4. **Other Business**

 5. **Adjourn (Action)**



Family Resource Center - Meeting Notice

Governing Body: Governance Board

Date of Meeting: September 11, 2023

Time of Meeting: 4:30 P.M.

Place of Meeting: Family Resource Center (Adult Day Space)

Present: Jim Turbes, Mike MacDougall, Julianna Starling, Cathy Wetzeler

Absent: Jody Fox

Others: Sue Abel, Jennifer Clubine, Deb Pestotnik, Brittany Johnson, Michelle Duncan, and William Skare

1. Old Business

A. Review and Approve Previous Board Meeting Minutes (**Action**)

Wetzeler moved; MacDougall seconded to approve the minutes from the August 14, 2023 meeting. Ayes: all in attendance.

2. New Business

A. Revenue and Expense Report

The Board reviewed the Revenue and Expense Report for August.

B. Concerns from CCJ Board.

The Board discussed snow removal for the upcoming year. Skare explained who the contractor was and that snow removal should go a lot smoother this year. Mike Slight will also monitor the snow removal.

The Board also discussed the landscaping. In previous years, Kary Keys volunteered her time to supervise probation kids who would come out and do some of the work but that option is no longer available. Wetzeler and Turbes discussed some options to include the Master Gardeners Club and the Extension Office; they will reach out.

The Board discussed possible grants. Skare also went over the HVAC item with the Board and explained that the problem we sometimes have is with getting parts for the HVAC. Skare explained that Mike Slight does a good job of keeping on top of it and employees should contact Mike with any issues.

3. Tenant Program Updates

A. Head Start-

Abel advised that Head Start is using QR codes for advertising and handed out an example to the Board. Abel stated that Head Start has eleven (11) attending, and all positions are now filled.

B. Child Care Junction-

Johnson stated that Child Care Junction had six (6) new kids start last week, and four (4) spots still available.

C. Adult Day Services-

Pestotnik advised that Adult Day Services has three (3) new people this month and attending hours are up.

4. Other Business

5. Adjourn (**Action**)

Starling moved to adjourn the meeting; seconded by Wetzeler. Ayes: all in attendance.

Report Criteria:

Detail report type printed

Invoice Detail.GL account = "7308996010"-7309106910"

Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Issue Date	GL Account
45	ALLIANT ENERGY	090523A	UTILITIES-FRC	2,951.07	09/05/2023	7308996371
Total 45:				2,951.07		
479	CITY OF BOONE	090523	WATER-FRC	494.94	09/05/2023	7308996371
Total 479:				494.94		
1049	KRUCK PLUMBING & HEA	4480	AC HEAT PUMP REPAIR F	100.00	09/18/2023	7308996399
Total 1049:				100.00		
1848	WALTERS SANITARY SER	38K00743	WASTE REMOVAL - FRC	175.54	09/18/2023	7308996371
Total 1848:				175.54		
1963	BOONE HARDWARE	15527-1	REPLACE FAUCET FRC	84.99	09/18/2023	7308996399
Total 1963:				84.99		
2433	ORKIN LLC	248901420	PEST CONTROL-FRC	97.99	09/05/2023	7308996499
Total 2433:				97.99		
2650	BLACKHAWK AUTOMATI	116599	SPRINKLER/BACKFLOW	410.00	09/18/2023	7308996499
Total 2650:				410.00		
2706	BOONE ACE HARDWARE	76620/2	FRC SINK REPAIRS	20.58	09/05/2023	7308996399
		76632/2	FRC SCREWS FOR WIND	22.24	09/05/2023	7308996399
		76639/2	FRC SINK REPAIRS	19.98	09/05/2023	7308996399
Total 2706:				62.80		
3650	INFOBUNKER LLC	1048-6316	LINE OF SIGHT INTERNE	3.00	09/18/2023	7308996371
Total 3650:				3.00		
3841	DICK'S FIRE EXTINGUISH	25514	FRC ANUALL INSPECTIO	223.95	09/05/2023	7308996499
Total 3841:				223.95		
4073	AMAZON CAPITAL SERVI	1X64-GMPW	REPAIR THERMOSTAT	96.09	09/18/2023	7308996399
Total 4073:				96.09		
4278	K & R LAWN CARE INC	59649	FRC MOWING	400.00	09/18/2023	7308996499
Total 4278:				400.00		
Grand Totals:				5,100.37		

Report Criteria:

Detail report type printed

Invoice Detail.GL account = "7308996010"-7309106910"

Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Issue Date	GL Account
2	3E	8358441-00	PARKING LOT BULBS	93.85	10/02/2023	7308996399
Total 2:				93.85		
45	ALLIANT ENERGY	100223G	UTILITIES-FRC	3,134.19	10/02/2023	7308996371
Total 45:				3,134.19		
184	BOEHM INSURANCE AG	3431	INSURANCE-STREET PA	14.00	10/02/2023	7308996408
Total 184:				14.00		
479	CITY OF BOONE	101623A	WATER-FRC	401.82	10/16/2023	7308996371
Total 479:				401.82		
1848	WALTERS SANITARY SER	39K07218	WASTE REMOVAL-FRC	175.54	10/16/2023	7308996371
Total 1848:				175.54		
1953	HULL PLUMBING AND HE	16984	GARBAGE DISPOSAL RE	129.90	10/02/2023	7308996399
Total 1953:				129.90		
2090	SPRING GREEN LAWN C	442927	LAWN CARE-FRC SPRIN	214.45	10/02/2023	7308996499
Total 2090:				214.45		
2433	ORKIN LLC	250451251	PEST CONTROL-FRC	97.99	10/16/2023	7308996499
Total 2433:				97.99		
2706	BOONE ACE HARDWARE	77046-2	SCREWS FOR CABINETS	4.20	10/02/2023	7308996399
Total 2706:				4.20		
3610	STUEHMER CONTRACTI	759A	FRC FLOOR REFINISH	1,900.00	10/16/2023	7308996499
Total 3610:				1,900.00		
3650	INFOBUNKER LLC	INV-1048-63	LINE OF SIGHT INTERNE	3.00	10/16/2023	7308996371
Total 3650:				3.00		
3661	MIDWEST QUALITY WHO	000298524	FLOOR REFINISHING MA	1,019.29	10/02/2023	7308996499
Total 3661:				1,019.29		
4278	K & R LAWN CARE INC	59671	FRC MOWING	160.00	10/16/2023	7308996499
Total 4278:				160.00		

Vendor Number	Name	Invoice Number	Description	Invoice Amount	Check Issue Date	GL Account
Grand Totals:				<u>7,348.23</u>		

Report Criteria:

Detail report type printed

Invoice Detail.GL account = "7308996010"- "7309106910"

**CITY OF BOONE - FAMILY RESOURCE CENTER
MONTHLY BUDGET REPORT**

OPERATION ACCOUNTS

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
		7/1/2023	10/1/2023	10/31/2023		
Revenue			Through 10/31/2023			
730-899-4310	FRC/ADULT DAYCARE-RENT	27,433.00	-	4,572.26	22,860.74	83%
730-899-4311	FRC/HEADSTART-RENT	8,098.00	-	1,349.68	6,748.32	83%
730-899-4313	FRC/CHILD CARE-RENT	53,468.00	-	8,786.25	44,681.75	84%
730-899-4550	REFUND	-	-	-	-	
730-899-4705	LOCAL GRANTS	-	-	-	-	
730-899-4720	INSURANCE SETTLEMENT	-	-	-	-	
730-899-4830	TRF IN SUBSIDY/DEPRECIATION	-	-	-	-	
Total		88,999.00	-	14,708.19	74,290.81	83%

Expenditures

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
730-899-6371	UTILITIES/FAMILY RESOURCE	40,000.00	3,714.55	14,016.24	25,983.76	65%
730-899-6399	FRC-REPAIRS	10,000.00	227.95	984.97	9,015.03	90%
730-899-6408	LIABILITY INSURANCE	9,000.00	14.00	14.00	8,986.00	100%
730-899-6409	FRC- JANITORIAL SERVICES	3,000.00	-	-	3,000.00	100%
730-899-6499	SERVICES	9,000.00	3,391.73	6,210.90	2,789.10	31%
730-899-6505	FRC GRANT EXPENSES	-	-	-	-	
730-899-6599	SUPPLIES	1,000.00	-	148.02	851.98	85%
730-899-6910	TRF OUT	12,000.00	-	-	12,000.00	100%
730-910-6910	TRANSFER OUT	-	-	-	-	
Total		84,000.00	7,348.23	21,374.13	62,625.87	75%

Local Option Sales Tax

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
121-899-6599	FRC BUILDING IMPROVEMENTS	5,000.00	-	-	5,000.00	100%

Projects

Account	Description	Budget	PTD Expended	YTD Expended	Unexpended Balance	Percent Unexpended
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**CITY OF BOONE - Pool
Fiscal Year 2025 Budget Worksheet**

Account Number	Account Description	FY2022 Budget	FY2022 Actual	FY2023 Budget	FY2023 Actual	FY2024 Budget	FY2024 Actual	FY2025 Proposed
		July 1, 2021 through 30-Jun-22	June 30, 2022	July 1, 2022 through June 30, 2023	June 30, 2023	July 1, 2023 through June 30, 2024	June 30, 2024	1-Jul-24 through 30-Jun-25
FRC Revenue								
730-899-4310	FRC/ADULT DAYCARE-RENT	25,953.00	26,592.40	26,663.00	26,662.92	27,433.00	11,430.65	
730-899-4311	FRC/HEADSTART-RENT	7,661.00	7,022.84	7,870.00	7,870.56	8,098.00	2,699.36	
730-899-4313	FRC/CHILD CARE-RENT	50,585.00	50,584.80	51,967.00	51,966.48	53,468.00	17,697.67	
730-899-4550	REFUND	-	-	-	266.35	-	-	
730-899-4705	LOCAL GRANTS	-	-	-	-	-	-	
730-899-4720	INSURANCE SETTLEMENT	-	-	-	-	-	-	
730-899-4830	TRF IN SUBSIDY/DEPRECIATION	-	-	-	-	-	-	
Total FRC Revenue:		84,199.00	84,200.04	86,500.00	86,766.31	88,999.00	31,827.68	
FRC Expense								
730-899-6371	UTILITIES/FAMILY RESOURCE	40,000.00	33,828.43	40,000.00	39,877.07	40,000.00	16,794.55	
730-899-6373	TELEPHONE-FAMILY RESOURCE	-	-	-	-	-	-	
730-899-6399	FRC-REPAIRS	10,000.00	3,329.26	26,000.00	25,255.18	10,000.00	1,049.93	
730-899-6408	LIABILITY INSURANCE	4,700.00	8,155.00	6,500.00	6,814.00	9,000.00	14.00	
730-899-6409	FRC- JANITORIAL SERVICES	4,500.00	1,948.68	3,000.00	-	3,000.00	-	
730-899-6499	SERVICES	9,000.00	7,818.27	11,500.00	12,488.96	9,000.00	8,637.47	
730-899-6505	FRC GRANT EXPENSES	-	-	-	-	-	-	
730-899-6599	SUPPLIES	1,000.00	1,078.40	1,000.00	589.86	1,000.00	188.02	
730-899-6910	TRF OUT	10,000.00	10,000.00	12,000.00	12,000.00	12,000.00	-	
Total FRC Expense:		79,200.00	66,158.04	100,000.00	97,025.07	84,000.00	26,683.97	
Local Option Sales Tax								
121-899-6599	FRC BUILDING IMPROVEMENTS	5,000.00	-	5,000.00	5,000.00	5,000.00	-	
Total LOST:		5,000.00	-	5,000.00	5,000.00	5,000.00	-	
Projects Revenue								
361-750-4705	FRC PLAYGROUND LOCAL GRANT	-	1,250.00	-	1,500.00	-	-	
Projects Expense								
361-750-4705	FRC PLAYGROUND LOCAL GRANT	-	(1,250.00)	-	(1,500.00)	-	-	
361-750-6799	FRC PLAYGROUND RESURFACING	6,575.00	5,320.71	-	-	-	-	