

OFFICIAL PROCEEDINGS
KEWEENAW MOUNTAIN LODGE BOARD
February 21, 2018

The regular monthly meeting of the Keweenaw Mountain Lodge Board held on February 21, 2018, 6:15 p.m. at the Courthouse, Eagle River, MI, began with the Pledge of Allegiance.

Commissioners present: Bob DeMarois, Sandy Gayk, Jim Vivian, Don Piche. Absent: Del Rajala.

The meeting was posted in the Courthouse on the bulletin board and the agenda for the meeting was posted on the door of the Courthouse.

Motion by Gayk supported by DeMarois and unanimously carried to approve the agenda as presented.

Motion by Gayk supported by DeMarois and unanimously carried to approve the minutes as written from the January 17, 2018 regular monthly meeting.

Motion by DeMarois supported by Gayk to pay the bills in the following amounts: Vendors: \$5,277.88 Payroll: \$5,550.18. Board polled. Ayes: DeMarois, Gayk, Vivian, Piche. Nays: None. Motion carried.

Coordinator Desnick went over the financials which are attached and gave the following updates:

- Things are on track for this time of the year
- Has spent a significant amount of time recruiting staff, even attending the NMU Job Fair
- Events continue to be booked

Motion by Gayk supported by Vivian and unanimously carried to accept the 2018 Budget that was submitted.

Public comment was allowed.

Motion by DeMarois to adjourn at 6:31 p.m. Meeting adjourned sine die.

Donald Piche, Chairman

Julie A. Carlson, Clerk

Keweenaw Mountain Lodge
Balance Sheet
 As of January 31, 2018

	Jan 31, 18
ASSETS	
Current Assets	
Checking/Savings	
001 · Vendor Payment Bank Acct 0273	759.73
002-a · Depository Account 0299	13,077.21
002-b · General Fund-Maint by Geri-0232	5,249.46
002-d · Payroll Checking Account 0281	202.91
002i · In-House Purchases Acct 165	914.88
005 · Petty Cash	300.00
Total Checking/Savings	20,504.19
Accounts Receivable	
028 · Accounts Receivable	27.78
Total Accounts Receivable	27.78
Other Current Assets	
Accounts receivable - Other	105.00
100 · Inventories	
101 · Golf Inventory	1,287.87
104 · Liquor Inventory	2,911.42
105 · Food Inventory	-2,022.86
Total 100 · Inventories	2,176.43
106 · Fuel Inventory	10,447.88
99 · Prepaid Insurance	20,246.98
Total Other Current Assets	32,976.29
Total Current Assets	53,508.26
Fixed Assets	
130 · Capital Assets-Land	201,400.00
132 · Capital Assets- Land Imp.	521,004.90
134 · Infrastructure	553,318.37
136 · Capital Assets-Bld. & Fixture	4,785,657.17
146 · Capital Assets- Equipment	294,659.44
148 · Capital Assets-Vehicles	22,607.66
149 · Less Accum. Depreciation	-3,239,295.57
Total Fixed Assets	3,139,351.97
TOTAL ASSETS	3,192,860.23
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
202 · Accounts Payable	7,216.10
Total Accounts Payable	7,216.10
Other Current Liabilities	
203 · Advanced Deposits Payable	2,415.00
204 · Wedding deposits Payable	3,000.00
205 · Gift Certificates Payable	-778.80
206 · Gift Card Payable	-357.11
228-a · Sales Tax Payable	2.83
228-b · Use Tax Payable	-2.16
230 · Room Assessment Tax Payable	5.33
231 · Payroll Liabilities	
Michigan Withholding	190.40
SUIMI-Company	-321.84
231 · Payroll Liabilities - Other	89.19
Total 231 · Payroll Liabilities	-42.25

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02/17/18
Accrual Basis

Keweenaw Mountain Lodge
Balance Sheet
As of January 31, 2018

	<u>Jan 31, 18</u>
232 · Tips-Not Yet Paid (Gratuity)	-21.27
233 · Accrued Payroll	2,000.00
251 · Accrued Interest Payable	492,199.87
Total Other Current Liabilities	<u>498,421.44</u>
Total Current Liabilities	505,637.54
Long Term Liabilities	
300 · Bonds Payable-Long Term	1,766,000.00
Total Long Term Liabilities	<u>1,766,000.00</u>
Total Liabilities	2,271,637.54
Equity	
30000 · Ask Accountant/Auditor	618.48
3001 · Over & Under	59.01
3100 · Retained Earnings	-828,295.96
399 · Net Assets Over Related Debt	1,759,066.15
Net Income	-10,224.99
Total Equity	<u>921,222.69</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,192,860.23</u></u>

12:34 PM

02/19/18

Accrual Basis

Keweenaw Mountain Lodge
Profit & Loss Budget vs. Actual
January 2018

	Jan 18	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
641 · Lodging Income	0.00	0.00	0.00	0.0%
642 · Dining Room Income	0.00	0.00	0.00	0.0%
643 · Bar Income	0.00	0.00	0.00	0.0%
644 · Golf Income				
Golf Fees	0.00	0.00	0.00	0.0%
Golf Sales	775.00			
644 · Golf Income - Other	0.00	0.00	0.00	0.0%
Total 644 · Golf Income	775.00	0.00	775.00	100.0%
664 · Interest Income	1.54	2.00	-0.46	77.0%
698 · Other Miscellaneous Revenue	0.00	0.00	0.00	0.0%
Total Income	776.54	2.00	774.54	38,827.0%
Cost of Goods Sold	0.00	-342.50	342.50	0.0%
Gross Profit	776.54	344.50	432.04	225.4%
Expense				
705 · EMPLOYEE COSTS				
705-01 · Hourly Wages	480.00	0.00	480.00	100.0%
705-02 · Salary Wages	4,000.00	4,000.00	0.00	100.0%
705-03 · Overtime Wages	0.00	0.00	0.00	0.0%
705-05 · Payroll Taxes	914.82	823.20	91.62	111.1%
705-10 · Mileage Reimbursement	339.72	0.00	339.72	100.0%
705-12 · Uniforms	0.00	0.00	0.00	0.0%
705-25 · Workmans Comp.	587.88	645.00	-57.12	91.1%
705-50 · Other Employee Costs	0.00	49.98	-49.98	0.0%
705-99 · PY Payroll Tax Adj	0.00	0.00	0.00	0.0%
Total 705 · EMPLOYEE COSTS	6,322.42	5,518.18	804.24	114.6%
726 · SUPPLIES	111.26	116.88	-5.62	95.2%
801 · OPERATING COSTS				
801-01 · Accounting/Bookkeeping Fees	40.00	0.00	40.00	100.0%
801-02 · Audit Fees	0.00	0.00	0.00	0.0%
801-03 · Bank/Credit Card Fees	29.62	488.07	-458.45	6.1%
801-04 · Dues and Subscriptions	120.40	325.00	-204.60	37.0%
801-05 · Equipment Maint/Repairs	0.00	0.00	0.00	0.0%
801-06 · Equipment Rental	0.00	0.00	0.00	0.0%
801-07 · Facilities Maintenance	177.00	1,475.00	-1,298.00	12.0%
801-08 · General Insurance	1,377.00	1,422.75	-45.75	96.8%
801-09 · Grounds Maintenance	0.00	0.00	0.00	0.0%
801-10 · Laundry Expense	0.00	0.00	0.00	0.0%
801-11 · Licenses and Permits	1,500.00	0.00	1,500.00	100.0%
801-12 · Consulting Fees/Contract Fees	960.00	2,070.00	-1,110.00	46.4%
801-13 · Telephone	263.83	114.19	149.64	231.0%
801-15 · Utilities	0.00	30.30	-30.30	0.0%
801-16 · Van & Truck Exp - Gas & Repairs	0.00	0.00	0.00	0.0%
801-17 · Waste Removal	0.00	0.00	0.00	0.0%
801-20 · Satellite TV	0.00	0.00	0.00	0.0%
Total 801 · OPERATING COSTS	4,467.85	5,925.31	-1,457.46	75.4%
880 · MARKETING EXP	100.00	1,675.57	-1,575.57	6.0%

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02/19/18
Accrual Basis

Keweenaw Mountain Lodge
Profit & Loss Budget vs. Actual
January 2018

	<u>Jan 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
900 · DEPRECIATION EXPENSE	0.00	0.00	0.00	0.0%
999 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	<u>11,001.53</u>	<u>13,235.94</u>	<u>-2,234.41</u>	<u>83.1%</u>
Net Ordinary Income	<u>-10,224.99</u>	<u>-12,891.44</u>	<u>2,666.45</u>	<u>79.3%</u>
Other Income/Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
Net Income	<u><u>-10,224.99</u></u>	<u><u>-12,891.44</u></u>	<u><u>2,666.45</u></u>	<u><u>79.3%</u></u>

10:03 AM

02/17/18

Accrual Basis

Keweenaw Mountain Lodge
Profit & Loss Prev Year Comparison
January 2018

	Jan 18	Jan 17	\$ Change	% Change
Ordinary Income/Expense				
Income				
644 · Golf Income				
Golf Sales	775.00	0.00	775.00	100.0%
Total 644 · Golf Income	775.00	0.00	775.00	100.0%
664 · Interest Income	1.54	2.00	-0.46	-23.0%
Total Income	776.54	2.00	774.54	38,727.0%
Cost of Goods Sold				
701 · BAR COST OF SALES				
701-03 · Soft Drinks	0.00	-342.50	342.50	100.0%
Total 701 · BAR COST OF SALES	0.00	-342.50	342.50	100.0%
Total COGS	0.00	-342.50	342.50	100.0%
Gross Profit	776.54	344.50	432.04	125.4%
Expense				
705 · EMPLOYEE COSTS				
705-01 · Hourly Wages	480.00	0.00	480.00	100.0%
705-02 · Salary Wages	4,000.00	4,000.00	0.00	0.0%
705-05 · Payroll Taxes	914.82	823.20	91.62	11.1%
705-10 · Mileage Reimbursement	339.72	0.00	339.72	100.0%
705-25 · Workmans Comp.	587.88	645.00	-57.12	-8.9%
705-50 · Other Employee Costs	0.00	49.98	-49.98	-100.0%
Total 705 · EMPLOYEE COSTS	6,322.42	5,518.18	804.24	14.6%
726 · SUPPLIES				
726-04 · Office Supplies	111.26	116.88	-5.62	-4.8%
Total 726 · SUPPLIES	111.26	116.88	-5.62	-4.8%
801 · OPERATING COSTS				
801-01 · Accounting/Bookkeeping Fees	40.00	0.00	40.00	100.0%
801-03 · Bank/Credit Card Fees	29.62	488.07	-458.45	-93.9%
801-04 · Dues and Subscriptions	120.40	325.00	-204.60	-63.0%
801-07 · Facilities Maintenance	177.00	1,475.00	-1,298.00	-88.0%
801-08 · General Insurance	1,377.00	1,422.75	-45.75	-3.2%
801-11 · Licenses and Permits	1,500.00	0.00	1,500.00	100.0%
801-12 · Consulting Fees/Contract Fees	960.00	2,070.00	-1,110.00	-53.6%
801-13 · Telephone	263.83	114.19	149.64	131.0%
801-15 · Utilities	0.00	30.30	-30.30	-100.0%
Total 801 · OPERATING COSTS	4,467.85	5,925.31	-1,457.46	-24.6%
880 · MARKETING EXP				
880-01 · Advertisements	0.00	441.16	-441.16	-100.0%
880-02 · Brochures/Print Materials	0.00	59.41	-59.41	-100.0%
880-04 · Internet/Web Site	100.00	1,175.00	-1,075.00	-91.5%
Total 880 · MARKETING EXP	100.00	1,675.57	-1,575.57	-94.0%
999 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
Total Expense	11,001.53	13,235.94	-2,234.41	-16.9%
Net Ordinary Income	-10,224.99	-12,891.44	2,666.45	20.7%
Net Income	-10,224.99	-12,891.44	2,666.45	20.7%

10:18 AM

02/17/18

Keweenaw Mountain Lodge
Statement of Cash Flows
January 2018

	<u>Jan 18</u>
OPERATING ACTIVITIES	
Net Income	-10,224.99
Adjustments to reconcile Net Income to net cash provided by operations:	
99 · Prepaid Insurance	-16,524.00
202 · Accounts Payable	-711.58
204 · Wedding deposits Payable	3,000.00
231 · Payroll Liabilities:Federal (941)	-549.72
231 · Payroll Liabilities:SUIMI-Company	-2,312.68
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Net cash provided by Operating Activities	-27,322.97
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Net cash increase for period	-27,322.97
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Cash at beginning of period	47,827.16
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Cash at end of period	<u><u>20,504.19</u></u>

Keweenaw Mountain Lodge
Profit & Loss Budget Overview
 January through December 2018

	Jan - Dec 18
Ordinary Income/Expense	
Income	
641 · Lodging Income	400,000.00
642 · Dining Room Income	
645 · Banquet Income	35,000.00
642 · Dining Room Income - Other	125,000.00
Total 642 · Dining Room Income	160,000.00
643 · Bar Income	59,500.00
644 · Golf Income	
Golf Fees	16,000.00
644 · Golf Income - Other	89,000.00
Total 644 · Golf Income	105,000.00
664 · Interest Income	102.83
698 · Other Miscellaneous Revenue	0.00
Total Income	724,602.83
Cost of Goods Sold	
701 · BAR COST OF SALES	
701-01 · Beer/Wine etc	9,950.00
701-02 · Liquor	4,050.00
701-03 · Soft Drinks	1,650.00
701 · BAR COST OF SALES - Other	0.00
Total 701 · BAR COST OF SALES	15,650.00
702 · DINING COST OF SALES	40,000.00
703 · GOLF COST OF SALES	7,183.94
703.01 · Cost of Sales - Other	1,568.84
Total COGS	64,402.78
Gross Profit	660,200.05
Expense	
705 · EMPLOYEE COSTS	
705-01 · Hourly Wages	252,480.00
705-02 · Salary Wages	48,000.00
705-03 · Overtime Wages	7,500.00
705-05 · Payroll Taxes	57,542.72
705-10 · Mileage Reimbursement	2,097.72
705-12 · Uniforms	419.59
705-25 · Workmans Comp.	6,398.96
705-50 · Other Employee Costs	199.98
705-99 · PY Payroll Tax Adj	173.26
Total 705 · EMPLOYEE COSTS	374,812.23
726 · SUPPLIES	
726-01 · Cleaning/Janitorial	1,100.43
726-02 · Firewood	2,565.00
726-03 · Guest Complimentary	2,104.48
726-04 · Office Supplies	4,549.71
726-05 · Operating	19.70
726-06 · Paper & Disposable	1,717.28
726-07 · Small Tools & Supplies	3.86
726 · SUPPLIES - Other	14.28
Total 726 · SUPPLIES	12,074.74

Keweenaw Mountain Lodge
Profit & Loss Budget Overview
 January through December 2018

	Jan - Dec 18
801 · OPERATING COSTS	
801-01 · Accounting/Bookkeeping Fees	425.00
801-02 · Audit Fees	5,300.00
801-03 · Bank/Credit Card Fees	15,348.27
801-04 · Dues and Subscriptions	2,644.94
801-05 · Equipment Maint/Repairs	12,254.42
801-06 · Equipment Rental	10,950.51
801-07 · Facilities Maintenance	11,447.46
801-08 · General Insurance	16,524.00
801-09 · Grounds Maintenance	2,182.74
801-10 · Laundry Expense	27,158.60
801-11 · Licenses and Permits	3,557.22
801-12 · Consulting Fees/Contract Fees	16,400.00
801-13 · Telephone	3,300.00
801-15 · Utilities	58,128.61
801-16 · Van & Truck Exp - Gas & Repairs	3,350.70
801-17 · Waste Removal	7,500.00
801-20 · Satellite TV	3,602.08
Total 801 · OPERATING COSTS	200,074.55
880 · MARKETING EXP	
880-01 · Advertisements	650.00
880-02 · Brochures/Print Materials	0.00
880-04 · Internet/Web Site	1,200.00
Total 880 · MARKETING EXP	1,850.00
900 · DEPRECIATION EXPENSE	138,397.89
999 · Reconciliation Discrepancies	0.00
Total Expense	727,209.41
Net Ordinary Income	-67,009.36
Other Income/Expense	
Other Expense	
23000 · Tips Wash Account	0.00
970 · CAPITAL EXPENDITURES	
970-02 · Computer Eq & Software	0.00
970-03 · Furniture/Fixtures	0.00
Total 970 · CAPITAL EXPENDITURES	0.00
990 · DEBT SERVICE	
Interest Expense	73,872.50
Total 990 · DEBT SERVICE	73,872.50
Total Other Expense	73,872.50
Net Other Income	-73,872.50
Net Income	-140,881.86