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PO Box 456 Danville, PA 17821 | (570) 336-2060 | RStoudt@MontourRec.com

## **June 13, 2016 Regular Meeting Agenda**

7:00pm - Montour Preserve Environmental Education Center (700 Preserve Rd, Danville, PA 17821)

### **Call to Order**

### **Officer Reports**

- President's Report (Mike Mills)
- Treasurer's Report (Commissioner Ken Holdren) (**pages 2– 16**)
- Secretary's Report (Tyler Dombroski)

### **Partner Reports**

- Washingtonville Borough (Frank Dombroski / Tyler Dombroski)
- Danville Borough (Kevin Herritt / Greg Kovalick)
- Riverside Borough (Bill Lavage / Dr. Victor Marks)
- Montour County (Commissioner Ken Holdren)
- Danville Area School District (Chris Johns)

### **Public Comment**

### **Assistant Director's Report (Jon Beam) (**page 17**)**

### **Director's Report (Bob Stoudt) (**pages 18 – 22**)**

- Approval of Director's expense report (**page 23**)

### **Old Business**

### **New Business**

- Montour Preserve 2016/2017 lease renewal

### **Other Items**

- MARC funding / Montour Preserve fundraising
- Stoudt upcoming time off

### **Adjournment**

*next meeting: August 8, 2016* (**NO JULY MEETING**)

**Ozark & Shultz Accounting  
Tax & Accounting Services**

**Susan M. Shultz, CPA**

603 E Market St., Ste 110  
Danville, PA 17821

(570) 275-8846  
Fax: 275-5907

Montour Area Recreation Commission  
PO Box 456  
Danville, PA 17821

Financial Statement

May 31, 2016

**Ozark & Shultz Accounting  
Tax & Accounting Services**

**Susan M. Shultz, CPA**

603 E Market St., Ste 110  
Danville, PA 17821

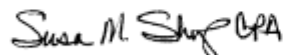
(570) 275-8846  
Fax: 275-5907

**Accountant's Compilation Report**

To the Board of Directors  
Montour Area Recreation Commission

Management is responsible for the accompanying financial statements of Montour Area Recreation Commission, which comprise the statement of financial position of Montour Area Recreation Commission as of May 31, 2016, the related statement of financial activities for the month then ended and the related statement of financial activities for the year to date period then ended in accordance with the non-profit basis of accounting, and for determining that the non-profit basis of accounting is an acceptable financial reporting framework. I have performed compilation engagements in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. I did not audit or review the financial statements nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the non-profit basis of accounting, which is a basis of accounting other than accounting principals generally accepted in the United States of America.



**Susan M. Shultz, CPA  
Danville, PA**

**June 10, 2016**

3:12 PM  
06/10/16  
Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Position**  
As of May 31, 2016

	May 31, 16
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Service 1st FCU	85,822.72
Total Checking/Savings	85,822.72
Other Current Assets	
Prepaid Expenses	
Payroll & Taxes	477.03
Prepaid Expenses - Other	1,126.00
Total Prepaid Expenses	1,603.03
Total Other Current Assets	1,603.03
Total Current Assets	87,425.75
Other Assets	
CSCF - Trusted Funds	
Montour Preserve Fund	46,607.44
CSCF - Trusted Funds - Other	1,231.82
Total CSCF - Trusted Funds	47,839.26
Total Other Assets	47,839.26
<b>TOTAL ASSETS</b>	<b>135,265.01</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advance Payments Received	
Event Sponsorships	636.36
Preserve Reservations	4,240.00
Race Registrations	514.36
Total Advance Payments Received	5,390.72
Conditional Contributions	
Cnty Tourism -Montour Preserve	5,000.00
NBCT Grant Funds	14,156.00
PPL EBRA Deposits	6,184.96
PPL Trlr/ Util Vehicle Purchase	3,000.00
Skatepark Deposits	100.00
Total Conditional Contributions	28,440.96
Payroll Liabilities	4,199.74
Security Deposits Held	
Hess Field Security Deposit	1,500.00
Preserve Pavilion Security Dpst	1,925.00
Total Security Deposits Held	3,425.00
Total Other Current Liabilities	41,456.42
Total Current Liabilities	41,456.42
Total Liabilities	41,456.42
Equity	
Retained Earnings	96,184.77
Net Income	-2,376.18
Total Equity	93,808.59
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>135,265.01</b>

See Accountant's Report

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3:13 PM  
06/10/16  
Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Activities**  
May 2016

	May 16
Ordinary Income/Expense	
Income	
Donations Received	
Montour Preserve Donations	2,903.00
Donations Received - Other	100.00
Total Donations Received	3,003.00
Field User Fees	275.00
Grants	
Act 13-Gas & Oil Impact Grant	30,844.00
County Tourism Grant -RTRS	180.07
PPL Recreation Grant	829.91
Total Grants	31,853.98
River Town Race Series	
Event Sponsorship	467.82
River Town Race Series - Other	21,925.00
Total River Town Race Series	22,392.82
Total Income	57,524.80
Gross Profit	57,524.80
Expense	
Administrative/Overhead	
Dues & Subscriptions	367.79
Legal Notices	244.43
Payroll Taxes	1,178.73
Wages & Salaries	13,095.00
Total Administrative/Overhead	14,885.95
Montour Preserve	3,834.38
Park & Trail Maintenance	
General -Tools & Supplies	59.33
Hess Recreation Area	885.00
PPL - EBRA	752.12
Park & Trail Maintenance - Other	2,498.31
Total Park & Trail Maintenance	4,194.76
Projects	
North Branch Canal Trail	23,312.55
Total Projects	23,312.55
Special Events	
Other Events	266.76
RTRS	12,781.06
Total Special Events	13,047.82
Total Expense	58,273.46
Net Ordinary Income	-1,748.66
Net Income	-1,748.66

See Accountant's Report

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3:13 PM  
06/10/16  
Accrual Basis

**Montour Area Recreation Commission**  
**Statement of Financial Activities**  
January through May 2016

	Jan - May 16
Ordinary Income/Expense	
Income	
Donations Received	
Montour Preserve Donations	10,260.98
Donations Received - Other	225.00
Total Donations Received	10,485.98
Field User Fees	1,850.00
Grants	
Act 13-Gas & Oil Impact Grant	30,844.00
County Tourism Grant -RTRS	10,000.00
Greenway Sign Grants/Reimbursement	5,000.00
NBCT -Grants/Reimbursement	19,888.97
PPL Recreation Grant	1,071.66
Total Grants	66,604.63
River Town Race Series	
Event Sponsorship	792.64
River Town Race Series - Other	41,450.74
Total River Town Race Series	42,243.38
Total Income	121,183.99
Gross Profit	121,183.99
Expense	
Administrative/Overhead	
Dues & Subscriptions	858.79
Legal Notices	1,780.72
Miscellaneous	733.34
Office Expense	884.24
Payroll Taxes	3,298.14
Professional Fees	5,100.00
Wages & Salaries	34,266.48
Total Administrative/Overhead	46,921.71
Montour Preserve	16,499.30
Park & Trail Maintenance	
General -Tools & Supplies	212.52
Hess Recreation Area	1,523.73
PPL - EBRA	862.12
Park & Trail Maintenance - Other	2,498.31
Total Park & Trail Maintenance	5,086.68
Projects	
North Branch Canal Trail	23,312.55
Total Projects	23,312.55
Reconciliation Discrepancies	0.00
Special Events	
Other Events	266.78
RTRS	31,473.17
Total Special Events	31,739.93
Total Expense	123,560.17
Net Ordinary Income	-2,376.18
Net Income	-2,376.18

See Accountant's Report

Page 1

## MARC 2016 Checking Register (Service 1<sup>st</sup> Account)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5188	5/6/16	6/8/16	5/1 - 5/31/16	cash (cash needed for River Towns Half-Marathon voucher reimbursements)	RTRS - River Towns Half-Marathon misc. expenses		1,500.00		88,822.76
automatic payment	5/16/16	6/8/16	5/1 - 5/31/16	US Treasury (April tax deposit)	payroll taxes		1,584.42		87,238.34
automatic payment	5/16/16	6/8/16	5/1 - 5/31/16	PA Dept. of Revenue (May tax payment)	payroll taxes		196.73		87,041.61
5189	5/17/16	6/8/16	5/1 - 5/31/16	Robert Stoudt (5/9 expense report)	\$750.05 Montour Preserve; \$59.33 park maintenance tools & supplies; \$81.08 RTRS - River Towns Half-Marathon advertising; \$133.00 RTRS - River Towns Half-Marathon awards/prizes; \$994.41 RTRS - River Towns Half-Marathon food & drink; \$684.47 RTRS - River Towns Half-Marathon misc. expenses; \$561.45 RTRS - misc. supplies; \$767.94 North Branch Canal Trail; \$40 special projects/other; \$1,289.37 Hess Field maintenance; \$100 RTRS - Old Forge 5k advertising		5,461.10		81,580.51
5190	5/17/16	6/8/16	5/1 - 5/31/16	Dennis Piatt (payroll 4/17 - 4/30)	payroll - Piatt		475.37		81,105.14
5191	5/17/16	6/8/16	5/1 - 5/31/16	Jon Beam (payroll 4/17 - 4/30)	payroll - Beam		486.49		80,618.65
5192	5/17/16	6/8/16	5/1 - 5/31/16	Robert Stoudt (payroll 4/17 - 4/30)	payroll - Stoudt		2,133.37		78,485.28
5193	5/17/16	6/8/16	5/1 - 5/31/16	The Daily Item (advertising of North Branch Canal Trail construction and materials invitations to bid)	public notices		160.75		78,324.53
5194	5/17/16	6/8/16	5/1 - 5/31/16	Ted Heaps Container Service (East Branch Rec Area, Montour Preserve and Hess Recreation Area trash service)	\$25 East Branch Recreation Area; \$85 Montour Preserve; \$65 Hess Recreation Area		175.00		78,149.53
5195	5/17/16	6/8/16	5/1 - 5/31/16	Press Enterprise (NCSA softball tournament banners)	special projects/other		101.76		78,047.77
5196	5/17/16	6/8/16	5/1 - 5/31/16	Big Pop's Mowing (Hess Recreation Area, East Branch Rec Area, Hopewell Park, Montour Preserve mowing and weed control)	\$660 Hess Recreation Area maintenance; \$255 East Branch Recreation Area maintenance; \$120 Hopewell Park maintenance; \$975 Montour Preserve		2,010.00		76,037.77
5197	5/17/16	6/8/16	5/1 - 5/31/16	BMI (annual music licensing fee)	dues & fees		336.00		75,701.77
5198	5/17/16	6/8/16		Elijah Evans Excavating (Hess Field softball field work)	Hess Recreation Area maintenance		95.00		75,606.77
5199	5/17/16	6/8/16	5/1 - 5/31/16	Press Enterprise (advertising of North Branch Canal Trail invitations to bid)	public notices		50.68		75,556.09
5200	5/17/16	6/8/16	5/1 - 5/31/16	Digital Ensigns (Hopewell Park signs, East Branch Recreation Area sign)	\$71 Hopewell Park maintenance; \$37.12 East Branch Recreation Area materials		108.12		75,447.97
5201	5/17/16	6/8/16	5/1 - 5/31/16	Brews N Bytes (half-marathon vouchers)	RTRS - River Towns Half-Marathon misc. expenses		15.00		75,432.97
5202	5/17/16	6/8/16	5/1 - 5/31/16	Walter & Nancy Bowen (half-marathon vouchers)	RTRS - River Towns Half-Marathon misc. expenses		5.00		75,427.97
5203	5/17/16	6/8/16	5/1 - 5/31/16	Starr Portables (half-marathon, North Branch Canal Trail and East Branch Rec Area)	\$410 East Branch Rec Area maintenance; \$250 North Branch Canal Trail; \$850 RTRS - River Towns Half-Marathon porta-potties		1,510.00		73,917.97
5204	5/17/16	6/8/16	5/1 - 5/31/16	PARunners (half-marathon timing)	RTRS - River Towns Half-Marathon timing		1,506.00		72,411.97

## MARC 2016 Checking Register (Service 1<sup>st</sup> Account)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5205	5/17/16	6/8/16		PA Dept. of Transportation (Type 10 maps)	\$54.78 RTRS - misc. supplies; \$54.77 RTRS - Worlds End misc. supplies		109.55		72,302.42
5206	5/17/16	6/8/16	5/1 - 5/31/16	Young Life (donation for volunteer support of River Towns Half-Marathon)	RTRS - River Towns Half-Marathon misc. expenses		250.00		72,052.42
5207	5/17/16	6/8/16	5/1 - 5/31/16	West Branch Rental (tent and generator for half-marathon)	RTRS - River Towns Half-Marathon tent/equipment rental		487.12		71,565.30
deposit	5/17/16	6/8/16	5/1 - 5/31/16	Montour County pass-through funding for North Branch Canal Trail grant	North Branch Canal Trail			45,000.00	116,565.30
5208	5/17/16	6/8/16	5/1 - 5/31/16	Earthwork Services, LLC (initial payment for North Branch Canal Trail construction and materials)	North Branch Canal Trail	Williams (North Branch Canal Trail)	23,312.55		93,252.75
5209	5/18/16	6/8/16	5/1 - 5/31/16	Dennis Piatt (payroll 5/1 - 5/14)	payroll - Piatt		725.78		92,526.97
5210	5/18/16	6/8/16	5/1 - 5/31/16	Jon Beam (payroll 5/1 - 5/14)	payroll - Beam		705.69		91,821.28
5211	5/18/16	6/8/16	5/1 - 5/31/16	Robert Stoudt (payroll 5/1 - 5/14)	payroll - Stoudt		2,377.90		89,443.38
5212	5/28/16	6/8/16		Samantha Eck (Montour Preserve refund)	\$50 Montour Preserve security deposit refund; \$30 Montour Preserve pavilion rental fee partial refund		80.00		89,363.38
5213	5/31/16	6/8/16		Hidden Pond Studios (two half-marathon vouchers)	RTRS - River Towns Half-Marathon misc. expenses		10.00		89,353.38
5214	5/31/16	6/8/16		Jon Beam (reimbursement for Montour Preserve expenses)	Montour Preserve		14.79		89,338.59
5215	5/31/16	6/8/16		Candy Fisher (Montour Preserve cleaning)	Montour Preserve		160.00		89,178.59
5216	5/31/16	6/8/16		PPL Electric Utilities	Montour Preserve		657.74		88,520.85
5217	5/31/16	6/8/16		PPL Electric Utilities	Montour Preserve		68.30		88,452.55
5218	5/31/16	6/8/16		PPL Electric Utilities	Montour Preserve		377.57		88,074.98
5219	5/31/16	6/8/16		PPL Electric Utilities	Montour Preserve		55.93		88,019.05
5220	5/31/16	6/8/16		Alana Crisp (reimbursement for Adobe Illustrator monthly fee)	dues & fees		31.79		87,987.26
5221	5/31/16	6/8/16		Starr Portables (\$400 Montour Preserve sewage pumping; \$125 porta-potty for Danville Memorial Day parade)	\$400 Montour Preserve; \$125 special projects/other		525.00		87,462.26
5222	5/31/16	6/8/16		Ted Heaps Container Service (East Branch Rec Area, Montour Preserve and Hess Recreation Area trash service)	\$25 East Branch Recreation Area; \$85 Montour Preserve; \$65 Hess Recreation Area		175.00		87,287.26
5223	5/31/16	6/8/16		Danville Fire Police (donation for support of River Towns Half-Marathon)	RTRS - River Towns Half-Marathon EMS/fire police		250.00		87,037.26
5224	5/31/16	6/8/16		Catarina Manney (refund for overpayment of Montour 24 registration fee)	RTRS - Montour 24 Endurance Races refund		40.00		86,997.26
5225	5/31/16	6/8/16		Traffic Control Services (Flagger Force coverage of River Towns Half-Marathon)	RTRS - River Towns Half-Marathon traffic control		2,767.48		84,229.78
5226	5/31/16	6/8/16		ALS Group USA (Montour Preserve water testing)	Montour Preserve		86.00		84,143.78



## MARC 2016 Checking Register (Service 1<sup>st</sup> Account)

Number or Code	Transaction Date	Date Sent to Accounting	Recorded on Bank Statement	Description of Transaction	Credited / Debited to Subaccount	Grant to Credit or Debit (if Applicable)	Debit (-)	Credit (+)	Account Balance
5227	5/31/16	6/8/16		ALS Group USA (Montour Preserve water testing)	Montour Preserve		86.00		84,057.78
5228	5/31/16	6/8/16		Dennis Platt (payroll 5/15 - 5/28)	payroll - Platt		327.16		83,730.62
5229	5/31/16	6/8/16		Jon Beam (payroll 5/15 - 5/28)	payroll - Beam		376.28		83,354.34
5230	5/31/16	6/8/16		Robert Stoudt (payroll 5/15 - 5/28)	payroll - Stoudt		2,192.62		81,161.72
5231	5/31/16	6/8/16		MePush, Inc. (website hosting)	\$33 Montour Preserve; \$33 River Towns Race Series; \$33 misc. expenses		99.00		81,062.72
5232	5/31/16	6/8/16		Danville Ambulance Service (donation for support of River Towns Half-Marathon)	RTRS - River Towns Half-Marathon EMS/fire police		100.00		80,962.72
5233	5/31/16	6/8/16		Patricia Waples (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		80,912.72
5234	5/31/16	6/8/16		Greenwood Friends School (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		80,862.72
5235	5/31/16	6/8/16		Barb Aucker or Desna Aucker (Montour Preserve security deposit refund)	Montour Preserve pavilion security deposit refund		50.00		80,812.72
deposit	5/31/16	6/8/16	5/1 - 5/31/16	deposit	\$695 Montour Preserve donations; \$780 Montour Preserve pavilion reservation fees; \$375 Montour Preserve pavilion security deposits; \$175 Hess Field user fees; \$2,490 RTRS - River Towns Half-Marathon registrations; \$395 RTRS - River Towns Half-Marathon redeposit of partial cash withdrawal made 5/6/16; \$60 RTRS - Summer Heat Trail Runs registrations; \$40 RTRS - Chilli Challenge registrations			5,010.00	85,822.72
5236	6/8/16	6/8/16		Earthwork Services, LLC (25% payment for additional materials and delivery)	North Branch Canal Trail	Williams (North Branch Canal Trail)	2,489.50		83,333.22
5237	6/8/16	6/8/16		Big Pop's Mowing	\$709 Hess Recreation Area; \$345 East Branch Rec. Area maintenance; \$200 River Drive parcel; \$120 Hopewell Park maintenance; \$84.38 North Branch Canal Trail; \$80 Columbia County projects (North Branch Canal Trail); \$1,390 Montour Preserve		2,928.38		80,404.84
deposit	6/8/16	6/8/16		deposit	\$9,000 Talen Energy lease payment for 2016/2017 East Branch Recreation Area; \$5,000 Montour County Act 13 contribution (unrestricted); \$98 Montour Preserve donations; \$565 Montour Preserve pavilion reservations; \$450 Montour Preserve security deposits			15,113.00	95,517.84
automatic payment	6/15/16	6/8/16		US Treasury (May tax deposit)	payroll taxes		2,329.06		93,188.78
automatic payment	6/15/16	6/8/16		PA Dept. of Revenue (May tax payment)	payroll taxes		274.89		92,913.89




CORPORATE OFFICE  
1419 MONTOUR BLVD.  
P.O. BOX 159  
DANVILLE, PA 17821-9122

ADDRESS SERVICE REQUESTED

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Statement Period: 05/01/2016-05/31/2016

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### Summary of Accounts:

	Ending	YTD	
	Balance	Dividend	Account Number: 584727
Savings			
01 - REGULAR SAVINGS	5.00	0.00	
40 - CHECKING	94,954.43	0.00	
<b>Total</b>	<b>94,959.43</b>	<b>0.00</b>	

Authorized Signer(s): KENNETH A HOLDREN, ROBERT T STOUDT, MICHAEL B MILLS

#### ID 01 REGULAR SAVINGS

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
May 1		Balance Forward			5.00
May 31		Ending Balance			5.00

#### ID 40 CHECKING

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
May 1		Balance Forward			87,488.62
May 2		Withdrawal ACH IRS		-70.11	87,418.51
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
May 2		Withdrawal ACH UNEMP COMP EFT		-467.69	86,950.82
		TYPE: PADLIUCCON ID: 1236003133 CO: UNEMP COMP EFT			
May 2		Deposit by Check	9,058.00		96,008.82
May 2		Draft 005188		-175.00	95,833.82
May 3		Withdrawal ACH DANVILLE AREA EA		-259.47	95,574.35
		TYPE: TAX PAYMNT ID: 1232266087 CO: DANVILLE AREA EA			
May 3		Draft 005178		-2,029.81	93,544.74
May 5		Draft 005180		-40.91	93,503.83
May 5		Draft 005181		-47.47	93,456.36
May 5		Draft 005179		-377.81	93,078.75
May 5		Draft 005182		-843.59	92,235.16
May 6		Draft 005184		-81.18	92,173.98
May 6		Draft 005185		-160.75	92,013.23
May 6		Draft 005186		-525.00	91,488.23
May 9		Draft 005187		-172.00	91,316.23
May 9		Draft 005188		-1,500.00	89,816.23
May 16		Withdrawal ACH COMMWLTHOFPA INT		-196.73	89,619.50
		TYPE: PAEMPLOYTX ID: 1236003133 CO: COMMWLTHOFPA INT			
May 16		Withdrawal ACH IRS		-1,584.42	88,035.08
		TYPE: USATAXPYMT ID: 3387702000 CO: IRS			
May 16		Draft 005183		-50.00	87,985.08
May 17		Deposit by Check	45,000.00		132,985.08
May 17		Draft 005177		-224.13	132,760.95
May 18		Draft 005192		-2,133.37	130,627.58
May 18		Draft 005211		-2,377.90	128,249.68
May 18		Draft 005189		-5,461.10	122,788.58

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**Account Number:** 584727 **Statement Period:** 05/01/2016-05/31/2016

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### ID 40 CHECKING - Continued

Trans	Eff Date	Transaction	Deposit	Withdrawal	Balance
May 18		Draft 005208		-23,312.55	99,476.03
May 19		Draft 005202		-5.00	99,471.03
May 20		Draft 005175		-84.79	99,386.24
May 20		Draft 005200		-108.12	99,278.12
May 20		Draft 005193		-160.75	99,117.37
May 20		Draft 005176		-338.05	98,779.32
May 20		Draft 005190		-475.37	98,303.95
May 20		Draft 005209		-725.78	97,578.17
May 23		Draft 005199		-50.68	97,527.49
May 23		Draft 005195		-101.76	97,425.73
May 23		Draft 005194		-175.00	97,250.73
May 23		Draft 005191		-486.49	96,764.24
May 23		Draft 005210		-705.69	96,058.55
May 23		Draft 005203		-1,510.00	94,548.55
May 24		Draft 005197		-336.00	94,212.55
May 24		Draft 005207		-487.12	93,725.43
May 24		Draft 005196		-2,010.00	91,715.43
May 27		Draft 005206		-250.00	91,465.43
		Processed Check - YOUNG LIFE TYPE: CHECKPYMT ID: 4840385934			
May 27		Draft 005201		-15.00	91,450.43
May 31		Deposit	5,010.00		96,460.43
May 31		Draft 005204		-1,506.00	94,954.43
May 31		Ending Balance			94,954.43
		Total Deposits 59,068.00			
		Total Withdrawals 51,602.19			

### Drafts for 40 - CHECKING

Date	Draft Number	Amount	Date	Draft Number	Amount	Date	Draft Number	Amount
May 2	□ 005168	175.00	May 6	□ 005186	525.00	May 23	□ 005199*	50.68
May 20	□ 005175*	84.79	May 9	□ 005187	172.00	May 20	□ 005200	108.12
May 20	□ 005176	338.05	May 9	□ 005188	1,500.00	May 27	□ 005201	15.00
May 17	□ 005177	224.13	May 18	□ 005189	5,481.10	May 19	□ 005202	5.00
May 3	□ 005178	2,029.61	May 20	□ 005190	475.37	May 23	□ 005203	1,510.00
May 5	□ 005179	377.61	May 23	□ 005191	486.49	May 31	□ 005204	1,506.00
May 5	□ 005180	40.91	May 18	□ 005192	2,133.37	May 27	□ 005206*	250.00
May 5	□ 005181	47.47	May 20	□ 005193	160.75	May 24	□ 005207	487.12
May 5	□ 005182	843.59	May 23	□ 005194	175.00	May 18	□ 005208	23,312.55
May 16	□ 005183	50.00	May 23	□ 005195	101.76	May 20	□ 005209	725.78
May 6	□ 005184	61.18	May 24	□ 005196	2,010.00	May 23	□ 005210	705.69
May 6	□ 005185	160.75	May 24	□ 005197	336.00	May 18	□ 005211	2,377.90

\* denotes skipped sequence

	Total for This Period	Total Year-to-Date
Returned Item Fees	0.00	0.00
Overdraft Fees	0.00	0.00

Refinance or consolidate your loans to take advantage of our great rates today at [www.service1.org](http://www.service1.org)

# **MARC Checking Account Reconciliation - Service 1st Account**

Updated 6/8/16

ending balance from 5/31/16 bank statement	\$ 94,954.43
deposits not yet posted (detailed below)	\$ 15,113.00
subtotal	\$ 110,067.43
withdrawals not yet cleared (detailed below)	\$ 17,153.54
balance (should agree with checkbook)	\$ 92,913.89
actual checkbook balance	\$ 92,913.89
difference	\$ -

## **DEPOSITS NOT YET POSTED**

TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
6/8/16		deposit	\$ 15,113.00
TOTAL			\$ 15,113.00

## **WITHDRAWALS NOT YET CLEARED**

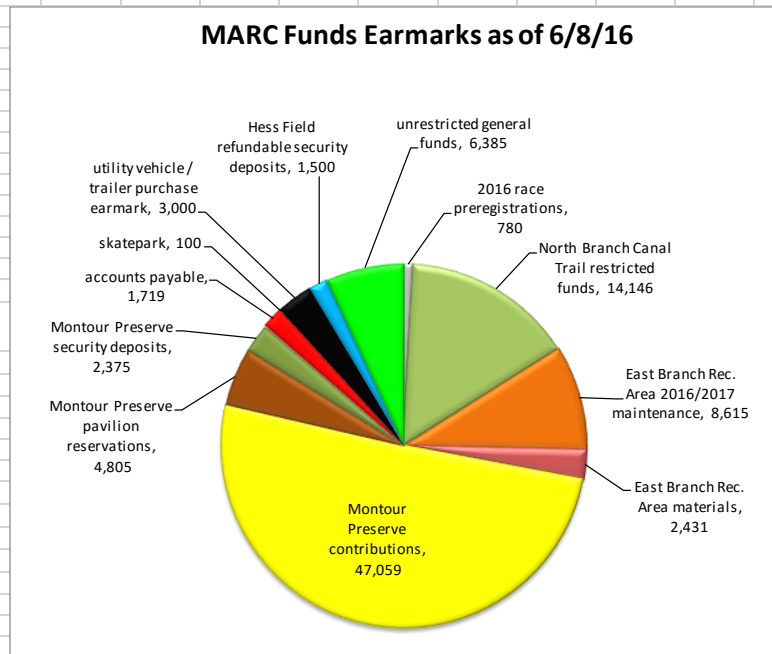
TRANSACTION DATE	CHECK #	DESCRIPTION OF TRANSACTION	AMOUNT
09/16/15	5008	Children's Miracle Network (Hess security deposit refund)	\$ 250.00
01/14/16	5102	Galon Snyder (Robbins Run refund)	\$ 23.25
01/14/16	5103	Anna Brownell (Robbins Run refund)	\$ 23.25
05/17/16	5198	Elijah Evans Excavating (Hess Field softball field work)	\$ 95.00
05/17/16	5205	PA Dept. of Transportation (Type 10 maps)	\$ 109.55
05/28/16	5212	Samantha Eck (Montour Preserve refund)	\$ 80.00
05/31/16	5213	Hidden Pond Studios (two half-marathon vouchers)	\$ 10.00
05/31/16	5214	Jon Beam (reimbursement for Montour Preserve expenses)	\$ 14.79
05/31/16	5215	Candy Fisher (Montour Preserve cleaning)	\$ 160.00
05/31/16	5216	PPL Electric Utilities	\$ 657.74
05/31/16	5217	PPL Electric Utilities	\$ 68.30
05/31/16	5218	PPL Electric Utilities	\$ 377.57
05/31/16	5219	PPL Electric Utilities	\$ 55.93
05/31/16	5220	Alana Crisp (reimbursement for Adobe Illustrator monthly fee)	\$ 31.79
05/31/16	5221	Starr Portables (\$400 Montour Preserve sewage pumping; \$125 porta-potty for Danville Memorial Day parade)	\$ 525.00
05/31/16	5222	Ted Heaps Container Service (East Branch Rec Area, Montour Preserve and Hess Recreation Area trash service)	\$ 175.00
05/31/16	5223	Danville Fire Police (donation for support of River Towns Half-Marathon)	\$ 250.00
05/31/16	5224	Catarina Manney (refund for overpayment of Montour 24 registration fee)	\$ 40.00
05/31/16	5225	Traffic Control Services (Flagger Force coverage of River Towns Half-Marathon)	\$ 2,767.48
05/31/16	5226	ALS Group USA (Montour Preserve water testing)	\$ 86.00
05/31/16	5227	ALS Group USA (Montour Preserve water testing)	\$ 86.00
05/31/16	5228	Dennis Piatt (payroll 5/15 - 5/28)	\$ 327.16
05/31/16	5229	Jon Beam (payroll 5/15 - 5/28)	\$ 376.28
05/31/16	5230	Robert Stoudt (payroll 5/15 - 5/28)	\$ 2,192.62
05/31/16	5231	MePush, Inc. (website hosting)	\$ 99.00
05/31/16	5232	Danville Ambulance Service (donation for support of River Towns Half-Marathon)	\$ 100.00
05/31/16	5233	Patricia Waples (Montour Preserve security deposit refund)	\$ 50.00
05/31/16	5234	Greenwood Friends School (Montour Preserve security deposit refund)	\$ 50.00
05/31/16	5235	Barb Aucker or Desna Aucker (Montour Preserve security deposit refund)	\$ 50.00
06/08/16	5236	Earthwork Services, LLC (25% payment for additional materials and delivery)	\$ 2,489.50
06/08/16	5237	Big Pop's Mowing	\$ 2,928.38
06/15/16	automatic payment	US Treasury (May tax deposit)	\$ 2,329.06
06/15/16	automatic payment	PA Dept. of Revenue (May tax payment)	\$ 274.89
TOTAL			\$ 17,153.54

## MARC FUND EARMARKS

EARMARK CATEGORIES	AMOUNT
2016 race preregistrations	780
North Branch Canal Trail restricted funds	14,146
East Branch Rec. Area 2016/2017 maintenance	8,615
East Branch Rec. Area materials	2,431
Montour Preserve contributions	47,059
Montour Preserve pavilion reservations	4,805
Montour Preserve security deposits	2,375
accounts payable	1,719
skatepark	100
utility vehicle / trailer purchase earmark	3,000
Hess Field refundable security deposits	1,500
unrestricted general funds	6,385
<b>TOTAL RESTRICTED</b>	<b>86,529</b>
<b>ACTUAL CHECKBOOK BALANCE (6/8/16)</b>	<b>92,914</b>

ACCOUNTS RECEIVABLE	

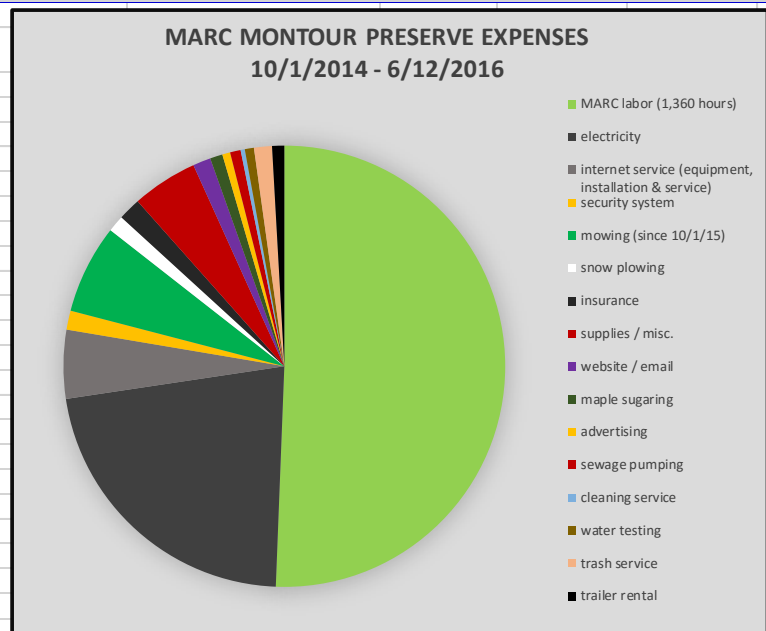
ACCOUNTS PAYABLE	
Stoudt expense report	1,719
	1,719



## 2016 RIVER TOWNS RACE SERIES ACCOUNTING (YTD)

	INCOME/EXPENSE	2015/2016 Awards Ceremony	Humdinger	Montour Preserve Spring Fever Trail Runs	River Towns Half Marathon	World's End 50K/100K	Old Forge 5k	Montour 24 Endurance Runs	Montour Preserve Summer Heat Trail Runs	Hopewell Challenge MTB	Chilli Challenge	Robbins Run	Boneshaker CX	River Towns Race Series (general)	TOTALS
INCOME	Racer Registration Fees		14,450.74	3,630.00	23,275.00				205.00		395.00	180.00			42,135.74
	Sponsorships		90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.91	90.90		1,000.00
	Commissioners' Grant		3,145.15	1,046.25	4,367.54	-	65.99	262.64	284.80	47.70	229.80	-	-	550.13	10,000.00
EXPENSES (GRANT ELIGIBLE)	T-shirts/ Promotional		(2,879.70)	(761.45)	(4,214.25)										(7,855.40)
	Advertising		(265.45)	(284.80)	(153.29)		(100.00)	(262.64)	(284.80)	(47.70)	(229.80)			(550.13)	(2,178.61)
	Event Timing		(1,142.00)	(550.00)	(1,506.00)										(3,198.00)
	MARC labor (Stoudt)	(310.00)	(1,670.00)	(1,140.00)	(1,765.00)	(1,575.00)	(120.00)	(130.00)	(70.00)	-	(185.00)	(55.00)	-	(435.00)	(7,455.00)
	MARC labor (Beam)	-	(315.00)	(180.00)	(504.00)	-	-	-	-	-	-	-	-	-	(999.00)
	MARC labor (Piatt)	-	(386.75)	(433.50)	(561.00)	(34.00)	-	-	-	-	-	-	-	-	(1,415.25)
	Awards/Prizes	(328.38)	(1,823.13)	(302.85)	(1,763.00)										(4,217.36)
	EMS / Fire Police Coverage		-		(350.00)										(350.00)
	Food/Drink	(467.21)	(1,473.19)	(60.88)	(994.41)										(2,995.69)
	Insurance		(355.00)		(1,168.50)							(488.00)			(2,011.50)
	Misc. Supplies & Fees		(611.42)		(2,069.47)	(54.77)								(616.23)	(3,351.89)
	Porta-Potties		(400.00)	(250.00)	(850.00)										(1,500.00)
	Refunds		-		(70.64)			(40.00)					(131.25)		(241.89)
	Tent/ Equipment Rental		(240.00)		(487.12)										(727.12)
	Traffic Control (Flagger Force)		(594.24)		(2,767.48)										(3,361.72)
	NET PROFIT/LOSS	(1,105.59)	5,530.92	803.68	8,509.29	(1,572.86)	(63.10)	(79.09)	225.91	90.91	(187.09)	84.66	90.90	(1,051.23)	11,277.31

<b>MARC ACCOUNTING UPDATE</b> <b>MONTOUR PRESERVE</b> <b>REVISED 6/12/2016</b> <b>REPORTING PERIOD 10/1/2014 - 6/12/2016</b> <b>(ENTIRE PERIOD OF MARC ENGAGEMENT W/ PRESERVE)</b>	
EXPENSE	AMOUNT
MARC labor (1,360 hours)	\$ 26,192.31
electricity	\$ 11,391.82
internet service (equipment, installation & service)	\$ 2,602.23
security system	\$ 722.12
mowing (since 10/1/15)	\$ 3,375.00
snow plowing	\$ 630.00
insurance	\$ 851.36
supplies / misc.	\$ 2,489.01
website / email	\$ 674.43
maple sugaring	\$ 474.82
advertising	\$ 300.00
sewage pumping	\$ 400.00
cleaning service	\$ 160.00
water testing	\$ 344.00
trash service	\$ 680.00
trailer rental	\$ 460.00
<b>EXPENSE TOTAL</b>	<b>\$ 51,747.10</b>
INCOME (MARC CHECKING ACCOUNT)	AMOUNT
Donations - direct to MARC	\$ 34,144.63
Donations - pass through from CSCF fund	\$ 62,847.00
<b>INCOME TOTAL</b>	<b>\$ 96,991.63</b>
MARC INCOME (RESTRICTED)	AMOUNT
2016 Pavilion reservations	\$ 4,805.00
2016 Pavilion security deposits (refundable)	\$ 2,375.00
CENTRAL SUSQUEHANNA COMMUNITY FOUNDATION MONTOUR PRESERVE FUND	AMOUNT
Donations total as of 12/31/14	\$ 5,370.00
Interest 12/31/14	\$ 0.16
Admin fees 12/31/14	\$ (107.40)
Donations total 1/1/15 - 6/30/15	\$ 72,567.55
Interest 6/30/15	\$ 23.45
Donations total 7/1/15 - 12/31/15	\$ 33,438.00
interest 12/31/15	\$ 132.79
Admin fees 12/31/15	\$ (1,970.11)
MARC withdrawal 7/14/15	\$ (2,847.00)
MARC withdrawal 3/31/16	\$ (60,000.00)
YTD 2016 donations (per CSCF emails as of 6/12/16)	\$ 10,880.00
<b>CSCF FUND BALANCE AS OF 6/12/16</b>	<b>\$ 57,487.44</b>



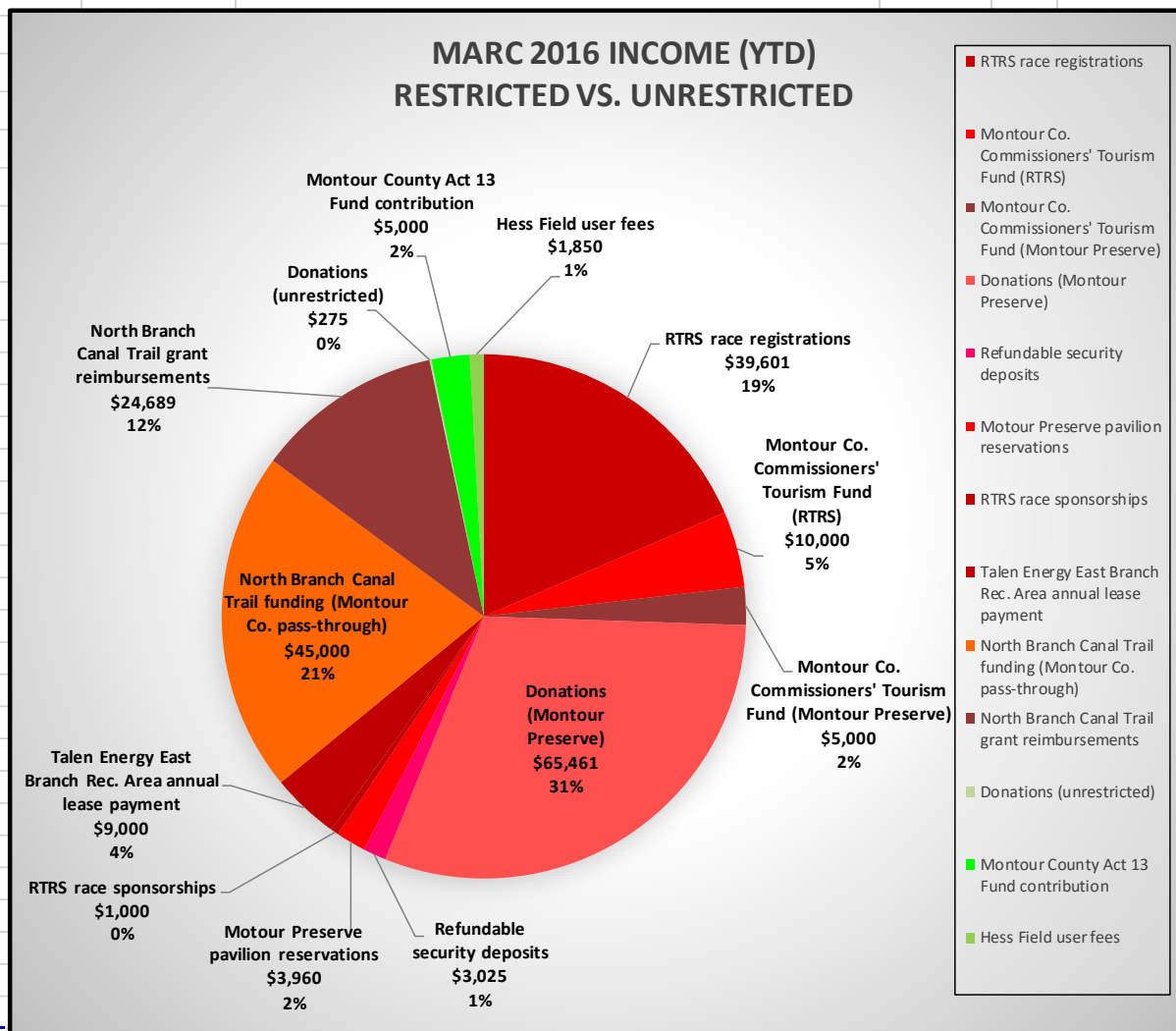
MONTOUR PRESERVE DONATIONS TOTAL	
DONATIONS DIRECT TO MARC	\$ 34,144.63
DONATIONS TO CSCF	\$ 122,255.55
PLEDGES NOT YET RECEIVED	\$ 5,000.00
<b>TOTAL</b>	<b>\$ 161,400.18</b>

MARC EXPENSE CATEGORIES	
RESTRICTED FUNDS (FUNDS SOURCE)	UNRESTRICTED FUNDS
Columbia County projects (Columbia County)	Accounting
East Branch Recreation Area maintenance and materials (Talen Energy)	Administration
Montour Preserve operation and maintenance (multiple donors and pavilion reservation fees)	Dues/fees/misc. other
Montour Township parcel maintenance (Columbia County)	Hess Recreation Area maintenance
North Branch Canal Trail construction (Williams grant)	Hopewell Park maintenance
River Towns Race Series races (racer registration fees, Commissioners' Tourism Fund grant and sponsorships)	Hopewell Park/Danville Borough Farm Mountain Bike Trails construction and maintenance
	Insurance
	North Branch Canal Trail maintenance
	Office supplies
	Park maintenance tools & supplies
	Payroll taxes
	Public notices
	River Drive parcel improvements and maintenance
	Special projects and events

MARC 2016 INCOME (YTD AS OF 6/9/16)			
RESTRICTED VS. UNRESTRICTED			
RESTRICTED	RTRS race registrations	\$39,601	\$206,736
	Montour Co. Commissioners' Tourism Fund (RTRS)	\$10,000	
	Montour Co. Commissioners' Tourism Fund (Montour Preserve)	\$5,000	
	Donations (Montour Preserve)	\$65,461	
	Refundable security deposits	\$3,025	
	Montour Preserve pavilion reservations	\$3,960	
	RTRS race sponsorships	\$1,000	
	Talen Energy East Branch Rec. Area annual lease payment	\$9,000	
	North Branch Canal Trail funding (Montour Co. pass-through)	\$45,000	
	North Branch Canal Trail grant reimbursements	\$24,689	
UNRESTRICTED	Donations (unrestricted)	\$275	\$7,125
	Montour County Act 13 Fund contribution	\$5,000	
	Hess Field user fees	\$1,850	
MARC 2016 TOTAL INCOME (YTD)		\$213,861	

96.67%

3.33%





## **ASSISTANT DIRECTOR'S REPORT**

In the past month, the assistant director provided educational programs for 300 students from five schools visiting Montour Preserve for spring field trips. He offered six public programs and hosted a Hunter-Trapper Education course. He also met with Lowe's Bloomsburg Store Manager and Human Resources manager to discuss possible projects for Lowe's Community Heroes Project. He also hosted the monthly meeting of the Chillisquaque Limestone Watershed Association. He assisted Bob's intern with information and graphics for revising the preserve's fossil brochure.

Jon Beam  
6/11/16

## DIRECTOR'S REPORT

## Director's Time Tracking (updated 6/12/16)

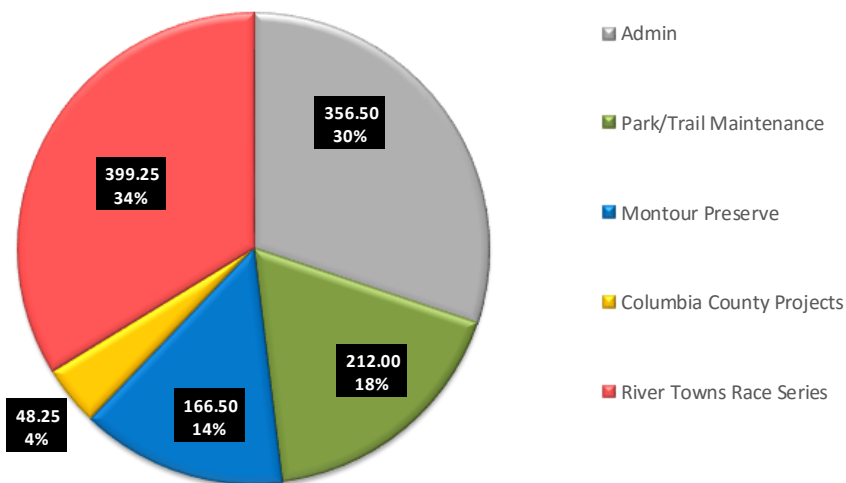
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## DIRECTOR'S REPORT (continued)

### Director's 2016 Year-to-Date Time Accounting as of 6/12/16

2016 STOUTD TIME ACCOUNTING YEAR-TO-DATE SUMMARY			2016 STOUTD TIME ACCOUNTING (GROUPED BY CATEGORY) YEAR-TO-DATE SUMMARY		
TASK	HOURS	COST W/O TAXES (\$20.00/hr)	TASK	HOURS	COST
MARC admin	356.50	\$ 7,130.00	Admin	356.50	7,130.00
Other projects / events	70.00	\$ 1,400.00	Park/Trail Maintenance	212.00	4,240.00
East Branch Recreation Area	8.75	\$ 175.00	Montour Preserve	166.50	3,330.00
Hess Recreation Area	56.00	\$ 1,120.00	Columbia County Projects	48.25	965.00
Hopewell Park / Danville Farm Trails	6.25	\$ 125.00	River Towns Race Series	399.25	7,985.00
North Branch Canal Trail	70.25	\$ 1,405.00	<b>2016 YTD TOTALS</b>	<b>1,182.50</b>	<b>23,650.00</b>
River Drive trailhead / river access	0.75	\$ 15.00			
Montour Preserve admin	77.75	\$ 1,555.00			
Montour Preserve programming	7.25	\$ 145.00			
Montour Preserve maintenance	81.50	\$ 1,630.00			
Columbia Co. admin/misc.	0.75	\$ 15.00			
Columbia Co. North Branch Canal Trail	47.25	\$ 945.00			
Columbia Co. Fishing Creek	0.25	\$ 5.00			
Columbia Co. other	-	\$ -			
Columbia Co. other 2	-	\$ -			
Columbia Co. other 3	-	\$ -			
RTRS Admin / Misc.	21.75	\$ 435.00			
RTRS Awards Luncheon	15.50	\$ 310.00			
Humdinger Trail Races	83.50	\$ 1,670.00			
Montour Preserve Spring Fever Trail Runs	57.00	\$ 1,140.00			
River Towns Half-Marathon	88.25	\$ 1,765.00			
Worlds End 50k / 100k	78.75	\$ 1,575.00			
Old Forge Brewing Co. 5k	32.50	\$ 650.00			
Montour 24 Endurance Runs	6.50	\$ 130.00			
Montour Preserve Summer Heat Trail Runs	3.50	\$ 70.00			
Hopewell Challenge Mountain Bike Race	-	\$ -			
Chilli Challenge	9.25	\$ 185.00			
Robbins Run 5k / 10k	2.75	\$ 55.00			
Boneshaker Cyclocross	-	\$ -			
<b>2016 YTD TOTAL HOURS</b>	<b>1,182.50</b>	<b>\$ 23,650.00</b>			

**STOUTD 2016 TIME TRACKING  
YTD SUMMARY**



## **DIRECTOR'S REPORT (continued)**

### **GRANTS**

- **Montour County Commissioners' 2016 Tourism Fund grants**
  - \$10,000 granted on 1/26/16 for 2016 River Towns Race Series advertising / promotion
    - As of 6/12, all funds have been expended
  - \$5,000 granted on 1/26/16 for 2016 Montour Preserve operation
    - Per PA County Code Hotel Tax legislation, these funds must be used to promote the Montour Preserve as a tourism destination and increase the number of visitors from outside the region
  
- **Williams Transco Pipeline Atlantic Sunrise Project / The Conservation Fund Environmental Stewardship Program (no change since last meeting)**
  - \$146,000 granted to Susquehanna Greenway Partnership (SGP) on 10/1/15
  - SGP to administer grant, assist with sign design and planning and assist MARC with project implementation; SGP retains \$7,500
  - MARC may be reimbursed a total of \$138,500 in eligible grant expenses incurred between 10/1/15 and 9/30/16
    - MARC has been reimbursed \$19,688.97 in North Branch Canal Trail expenses incurred 9/1/15 – 12/31/15
    - MARC will be allowed to submit two additional requests for reimbursement of up to \$118,811.03 in future North Branch Canal Trail expenses; reimbursement submissions scheduled for 5/31/16 and 10/2/16
    - MARC must incur expenses before requesting reimbursement
    - Montour County has borrowed funds from FNB Bank on MARC's behalf; MARC will request disbursements as needed

## **DIRECTOR'S REPORT (continued)**

### **PROJECTS/MANAGED SITES**

- **East Branch Recreation Area**

- \$2,430.66 remains earmarked in our account for supplies
- \$9,000 lease payment from Talen Energy for 2016/2017 term received June 8

- **River Drive parcel (North Branch Canal Trail trailhead and river access)** (no change since last meeting)

- Additional site enhancements will be done in coming months as schedule permits

- **Hopewell Park / Danville Borough Farm**

- Installation of temporary signage is complete
  - User feedback will be considered for 2 – 3 months until higher quality permanent signage can be purchased and installed (funding permitting), preferably before the 9/3/16 Hopewell Challenge Mountain Bike races
- Trail maintenance and upgrades are ongoing

- **Hess Recreation Area**

- Fencing around the parking lot is reaching the point where it can no longer be repaired; maintenance is required on a nearly daily basis
  - Subject to Borough approval, MARC may wish to replace the wooden fencing with extra boulders still on site, left over from road reconstruction project
- Skatepark
  - \$100 remains earmarked in our account for the project, specifically earmarked for reconstruction of the central pyramidal feature
  - Concrete cracks need to be sealed before they become worse
- Ballfields
  - Despite infield work done in April, the softball field remains in relatively poor condition; a significant investment of time and effort is needed to restore the field to good condition
- Road
  - MARC should consider a chip & tar coating of the road to extend its expected useful life; cost estimates will have to be sought when funding allows
- Other
  - MARC anticipates continued heavy use of the site throughout 2016

## **DIRECTOR'S REPORT (continued)**

### **PROJECTS/MANAGED SITES (continued)**

- **North Branch Canal Trail**

- Earthwork Services has purchased and the North Shore Railroad has transported all culvert pipes and end flares to staging locations near the project work sites
- North Shore Railroad was unable to transport the riprap materials as hoped; MARC has amended the contract with Earthwork Services to provide for material purchase and transport to work sites
- Earthwork Services is making excellent progress on trail construction; assuming weather conditions allow, work should be on track to finish on time as contracted
  - Several culverts are already in place
  - The smaller bridge at break 8 has been constructed

- **Montour Preserve**

- Security system replacement has been completed, but problems persist with the telephone connection; Verizon has completed the work necessary inside the building, but problems persist with the exterior line (work has been sporadic because of labor strike)
- Visitors' Center thermostat failed on 6/9; Stoudt is working to schedule HVAC service for thermostat repair and heat pump annual maintenance
- Overall site use remains heavy
  - Pavilion reservations are exceeding MARC expectations (\$4,805 actual YTD vs. anticipated \$3,000)
  - Trash volume has increased to the point where a larger dumpster has been ordered
  - Stoudt has had no luck with concessionaires; MARC will need to consider costs/benefits of offering services in-house


- **River Towns Race Series**

- Five races have now been completed (Humdinger, Spring Fever Trail Runs, River Towns Half-Marathon, Worlds End 50k/100k and Old Forge Brewing Company 5k Beer Run)
- Attendance has met expectations for all races but the Old Forge race
- Registrations for the upcoming Montour 24 Endurance Runs are meeting expectations, but those for the Summer Heat Trail Runs and the Chilli Challenge are far below expectations; MARC may lose money on both races
- Stoudt recommends MARC reduce the number of races for the 2017 season

### **UPCOMING EVENTS AND MEETINGS**

- 6/26 Celebrating Butterflies program (Montour Preserve)
- 7/16 Danville Heritage Festival (Hess Recreation Area)
- 7/23 Montour 24 Endurance Runs
- 8/8 MARC August Board meeting

## RECEIPTS TO BE PROVIDED DURING MEETING

Expense Report			
Transaction Date	Description	Account	Amount
4/26/16	MailChimp (monthly email service)	\$16.67 Montour Preserve; \$16.67 misc. expenses; \$16.66 River Towns Race Series advertising	50.00
5/10/16	Cole's Hardware (misc. supplies for Montour Preserve)	Montour Preserve	65.30
5/10/16	Twin Ponds Engine Service (chainsaw repair)	North Branch Canal Trail	78.81
5/12/16	Amazon.com (toilet replacement parts)	Montour Preserve	37.70
5/12/16	Cole's Hardware (CLR lime/rust remover)	Montour Preserve	12.70
5/17/16	Cole's Hardware (soft soap and gloves)	Hess Field maintenance	22.82
5/18/16	Weis (mouse poison)	Montour Preserve	14.82
5/19/16	Cole's Hardware (Hess Field maintenance supplies, Montour Preserve supplies and River Towns Race Series supplies)	\$27.54 Montour Preserve; \$94.11 Hess Field maintenance; \$111.77 River Towns Race Series misc. supplies	233.42
5/20/16	Sam's Club (membership fee)	dues & fees	100.00
5/26/16	MailChimp (monthly email service)	\$16.67 Montour Preserve; \$16.67 misc. expenses; \$16.66 River Towns Race Series advertising	50.00
5/29/16	Amazon.com (Montour Preserve supplies)	Montour Preserve	202.19
5/29/16	Amazon.com (Montour Preserve supplies)	Montour Preserve	31.72
5/29/16	Amazon.com (Montour Preserve supplies)	Montour Preserve	82.39
5/29/16	Amazon.com (Montour Preserve supplies)	Montour Preserve	167.74
5/31/16	USPS (mailing of Montour Preserve grant application)	Montour Preserve	6.45
6/1/16	Vista Print (vehicle magnets)	Montour Preserve	107.04
6/1/16	Food Shop 1 (diesel fuel for tractor)	North Branch Canal Trail	20.59
6/5/16	Amazon.com (business cards)	Montour Preserve	43.45
6/5/16	Amazon.com (bathroom air fresheners)	Montour Preserve	93.06
6/5/16	Amazon.com (brochure holders)	Montour Preserve	39.00
6/5/16	Displays2Go (outdoor brochure & business card holders)	Montour Preserve	206.79
6/7/16	Amazon.com (water filter cartridges)	Montour Preserve	27.98
6/7/16	Amazon.com (toilet paper dispenser replacement parts)	Montour Preserve	24.93
6/9/16	GoDaddy.com (MontourRec.com domain name 2-year renewal)	dues & fees	30.34
6/11/16	Cole's Hardware (trash bags)	RTRS - Old Forge 5k	27.54
<b>EXPENSE REPORT TOTAL</b>			<b>\$ 1,776.78</b>
<b>Name:</b>	Robert Stoudt	<b>Date Submitted:</b>	6/13/2016
<b>Signature:</b>			
		<b>Date Paid:</b>	
<b>Approved by:</b>			
		<b>Check #:</b>	