

Nov. 13, 2018

**To: Peninsula Township Board and Anyone who questions my abilities as
Manager of Mission Point Lighthouse**

As we all well know not everyone you meet will like you, especially if you excel in tasks that they fail in. There is not a Manager on this planet that has never had a subordinate that questions how things are to be done or argues about the rules. David Tucker, my assistant has had examples of this from keepers he's trained that are returning keepers and want to do things their own way. I know that I must have awesome keepers to make my job easier and the ones that cause me more work are not on the **Awesome List** and it's my choice to have those folks return or not. I take great care to give thorough training and follow-up with every keeper that stays at Mission Point. I have re-written the Keeper Handbook several times and added 3 pages to it. I have an extensive Keeper Manual with trouble-shooting instructions for the procedures to follow when using the Square POS system on the Samsung tablet in the shop. When I have keepers that refuse to call me when there are problems, it does not sit well with me. The few negative letters presented here are from a handful of keepers that I chose to not schedule again for the 2019 season (after giving them 3 tries and they never called to discuss issues). These are a few negative comments from over a hundred keeper surveys that have gone out in the last 2 years. I have **NOTHING** to be sorry for. Cyndi Giroux has no partner to schedule with her and I told her I need an application ASAP to keep her on the calendar and she failed to do that. She is a keeper that I first met in 2016 and she feels since she has known this lighthouse longer than me, she knows more than me.

On suggestion from Anne Griffith both Pam Ruiter and Nancy Jones wrote me a 4-page suggestions review after their first time as a keeper for me and I was not happy to receive this. But then I found out it was from Anne's suggestion and I put them on the schedule for the 3rd time with the understanding of what I expect. Pam Ruiter refuses to call or text me when there are problems at the lighthouse and then I have to deal with the results. (Like when she set off the alarm.) I have **many** serious examples of this and how I have to later fix problems due to her neglect and bad choices. This past summer both Pam and Nancy refused to call me or read the manual to fix a problem in Square which held up over \$1000 in sales that day. I had to call them to find out why there were no sales all afternoon. And then I remotely talked them through the fix. We paid extra money in credit card fees for the entire afternoon due to their negligence and could have easily lost all those sales. I consider this very important.

FYI: The letter from Ceil was in response to not hearing the full story of why Pam and Nancy were asked to not return in 2019. And she apologized to me today about writing this letter for Ellen to post here. She was fearful that I wouldn't have her back since I have argued with her husband on following money security policies in the shop.

John Snow knows full well that I have tried *repeatedly* to collaborate with the MPLF. Their focus is to have the lighthouse gift shop make money for them. ? I can give many examples of

this and how they don't even understand how their non-profit should operate. This past year Ellen and Anne have made it their life's work to harass me non-stop and reject all the successes I have made at the lighthouse. I am constantly defending everything I do as improvements at the lighthouse. They are always in need of recognition, they dislike me personally and this is the root of the problem. I get no support from MPLF. Their sole fundraising effort for monthly income from Bowers Harbor is a continuous cash flow collaboration that **I SET UP FOR THEM!** So this is how they thank me. I can go on with many more examples of how poorly I am treated by Anne and Ellen but I won't go there.

Again, there are 2 sides to the story and I know *many* good people on this peninsula and great keepers that know the real truth and are *very* happy with my work and ideas contributing to the success of the lighthouse. Going forward managing the lighthouse and not being managed by the Park Board will be a better fit for this historic icon and I am eager to work with those who see me as the compassionate, hard-working Manager that I am.

Feel free to ask me any questions.

Ginger Schultz

Part-time Mission Point Lighthouse Manager

Additional information on lighthouse income
submitted by lighthouse manager Ginger Schultz

Sales
Oct. 2018

2283
SALES

\$10.71
AVG. GROSS SALE

\$24,441.56
GROSS SALES

\$24,271.24
TOTAL COLLECTED

Category Sales

Category	Items Sold	Gross Sales
Uncategorized	3	\$57.50
DONATIONS	30	\$988.56
KIDS	100	\$1,344.00
MAGNETS	181	\$1,060.00
MAPS	227	\$678.00
MEMORABILIA	173	\$1,486.00
MISC - gift	10	\$183.00
ORNAMENTS	78	\$1,209.00
PRINTED PRODUCTS	691	\$1,562.50
TOURS/MUSEUM/TOWER CLIMB	3,043	\$11,835.00
WEARABLES	139	\$3,460.00
WEARABLES - Ladies	14	\$578.00
Total	4,689	\$24,441.56

Payment Methods

Payment Method	Transactions	Fees	Total Collected
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Payment Method	Transactions	Fees	Total Collected
Card	455	(\$236.16)	\$8,557.53
Card Dipped (Chip)	431	(\$224.18)	\$8,141.23
Card Tapped (Contactless)	0	\$0.00	\$0.00
Card Swiped	23	(\$10.04)	\$365.30
Card Keyed	1	(\$1.94)	\$51.00
Other	0	\$0.00	\$0.00
Cash	1,828	\$0.00	\$15,713.71
Gift Card	0	\$0.00	\$0.00
Other	0	\$0.00	\$0.00
Total	2,283	(\$236.16)	\$24,271.24

Discounts

Name	Discounts Applied	Amount Discounted
DISCOUNT- For MPLFriends Only 15%	1	\$5.92
Employee/Volunteer/Keeper	9	\$164.40
Total		\$170.32

Sales Summary

	Sales	Refunds	Net
Gross Sales	\$24,441.56	\$0.00	\$24,441.56
Discounts & Comps	(\$170.32)	\$0.00	(\$170.32)
Net Sales	\$24,271.24	\$0.00	\$24,271.24

Tax	\$0.00	\$0.00	\$0.00
Tips	\$0.00	\$0.00	\$0.00
Gift Card Sales	\$0.00	\$0.00	\$0.00
Total Collected	\$24,271.24	\$0.00	\$24,271.24
Cash	\$15,713.71	\$0.00	\$15,713.71
Card	\$8,557.53	\$0.00	\$8,557.53
Gift Card	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Fees	(\$236.16)	\$0.00	(\$236.16)
Net Total	\$24,035.08	\$0.00	\$24,035.08

REVENUE AND EXPENDITURE REPORT FOR PENINSULA TOWNSHIP
 PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	* BDDT USED
Fund 508 - Lighthouse Fund						
Revenues						
Dept 000						
508-000-508.LRG	Lighthouse Grant	41,000.00	43,142.02	0.00	(2,142.02)	105.22
508-000-664.000	Interest & Dividends	75.00	0.00	0.00	75.00	0.00
508-000-667.100	Keeper Program	7,000.00	3,575.00	400.00	3,425.00	51.07
508-000-667.200	Lighthouse Tours	85,000.00	82,741.00	11,835.00	2,259.00	97.34
508-000-675.000	Donations	4,000.00	4,728.79	980.06	(728.79)	118.22
Total Dept 000		137,075.00	134,186.81	13,215.06	2,888.19	97.89
TOTAL REVENUES						
		137,075.00	134,186.81	13,215.06	2,888.19	97.89
Expenditures						
Dept 000						
508-000-708.000	Lighthouse Manager	9,025.00	5,077.80	657.23	3,947.20	56.26
508-000-710.000	Townpak/Work Comp	2,300.00	3,345.88	0.00	(1,045.88)	145.47
508-000-715.000	Employer Social Security	690.00	368.48	50.29	301.52	56.30
508-000-724.000	POSTAGE	150.00	98.20	23.70	51.75	65.50
508-000-726.000	Supplies	1,500.00	2,110.89	77.14	(610.89)	140.73
507-000-726.KPR	Keeper Quarter Supplies	250.00	164.19	92.31	85.81	65.68
508-000-726.LMS	Lighthouse Signs	0.00	111.35	0.00	(111.35)	100.00
508-000-728.000	Grounds	1,500.00	192.35	0.00	1,307.65	12.82
508-000-729.000	Museum Displays	0.00	145.56	0.00	(145.56)	100.00
508-000-745.000	Heating Fuel	1,500.00	356.42	356.42	1,143.58	23.76
508-000-801.000	Legal Fees	850.00	0.00	0.00	850.00	0.00
508-000-807.000	Audit Fees	800.00	197.74	100.74	602.26	24.72
508-000-818.000	Contractual Services	14,000.00	9,393.00	879.00	4,607.00	67.09
508-000-818.BGC	Background Checks	250.00	59.16	0.00	190.84	23.66
508-000-818.SAN	Sanitation Services	7,200.00	5,060.00	1,060.00	2,140.00	70.28
508-000-818.SEC	Security	300.00	215.09	24.99	84.91	71.70
508-000-818.WEB	Website	500.00	0.00	0.00	500.00	0.00
508-000-850.000	Com/Telephone	3,000.00	1,631.16	184.10	1,368.84	54.37
508-000-855.DEQ	Noncom. Public Wat. Sup. Fee	540.00	0.00	0.00	540.00	0.00
508-000-870.000	Mileage	1,800.00	820.21	51.00	979.79	45.57
508-000-881.000	Community Activities	2,500.00	797.41	64.63	1,702.59	31.90
508-000-900.000	Publishing	1,500.00	103.70	0.00	1,396.30	6.91
508-000-900.FWP	PRINTING AND PUBLISHING	0.00	117.18	0.00	(117.18)	100.00
508-000-921.000	Electricity	1,500.00	819.99	129.83	680.01	54.67
508-000-930.000	Repairs and Maintenance	15,000.00	29,108.14	7,794.95	(14,108.14)	194.05
508-000-958.000	Memberships and Dues	800.00	497.50	0.00	302.50	62.19
508-000-960.000	Education & Training	1,250.00	1,847.42	0.00	(597.42)	147.79
508-000-970.000	Capital Outlay/MiscExpenditures	34,300.00	1,545.42	0.00	32,754.58	4.51
Total Dept 000		103,005.00	64,204.30	11,546.33	38,800.70	62.33
TOTAL EXPENDITURES						
		103,005.00	64,204.30	11,546.33	38,800.70	62.33
Fund 508 - Lighthouse Fund:						
TOTAL REVENUES						
		137,075.00	134,186.81	13,215.06	2,888.19	97.89
TOTAL EXPENDITURES						
		103,005.00	64,204.30	11,546.33	38,800.70	62.33
NET OF REVENUES & EXPENDITURES						
		34,070.00	69,982.51	1,668.73	(35,912.51)	205.41

REVENUE AND EXPENDITURE REPORT FOR PENINSULA TOWNSHIP
 PERIOD ENDING 10/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018	ACTIVITY FOR MONTH 10/31/2018	AVAILABLE BALANCE	BDGT USED
Fund 509 - LIGHTHOUSE GIFT SHOP						
Revenues						
Dept 000						
509-000-664.000	Interest & Dividends	75.00	332.52	90.26	(257.52)	443.36
509-000-667.300	Gift Shop Sales	82,000.00	82,568.25	10,807.71	(568.25)	100.69
509-000-667.400	Lighthouse Sales Tax	4,920.00	4,954.13	648.47	(34.13)	100.69
Total Dept 000		86,995.00	87,854.90	11,546.44	(859.90)	100.99
TOTAL REVENUES						
86,995.00		86,995.00	87,854.90	11,546.44	(859.90)	100.99
Expenditures						
Dept 000						
509-000-707.000	Temporary Employees	3,000.00	862.50	235.00	2,137.50	28.75
509-000-708.000	Gift Shop Manager	18,000.00	11,848.17	1,533.53	6,151.83	65.82
509-000-710.000	Towmpak/Work Comp	1,200.00	1,672.94	0.00	(472.94)	139.41
509-000-710.BND	Bonding	100.00	0.00	0.00	100.00	0.00
509-000-715.000	Employer Social Security	1,615.00	972.35	139.29	642.65	60.21
509-000-716.FA:	LGGS ST Ed to MI	4,920.00	4,305.66	833.02	614.34	87.51
509-000-724.000	POSTAGE	150.00	17.65	0.00	132.35	11.77
509-000-726.000	Supplies	2,000.00	747.36	41.33	1,252.64	37.37
509-000-727.000	Merchandise For Lighthouse Gift Shop	42,000.00	47,008.02	1,921.35	(5,008.02)	111.92
509-000-806.000	Banking Supplies	400.00	0.00	0.00	400.00	0.00
509-000-806.CCF	Credit Card Fees	1,800.00	1,838.58	236.16	(38.58)	102.14
509-000-807.000	Audit Fees	800.00	98.87	50.37	701.13	12.36
509-000-900.000	Publishing	600.00	0.00	0.00	600.00	0.00
509-000-900.FWP	PRINTING AND PUBLISHING	0.00	187.93	0.00	(187.93)	100.00
509-000-901.000	Cash Short	200.00	20.95	21.40	179.05	10.48
509-000-956.100	Contingency	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000		77,785.00	69,580.98	5,007.45	8,204.02	89.45
TOTAL EXPENDITURES						
77,785.00		77,785.00	69,580.98	5,007.45	8,204.02	89.45
Fund 509 - LIGHTHOUSE GIFT SHOP:						
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
86,995.00		87,854.90	11,546.44	(859.90)	100.99	
77,785.00		69,580.98	5,007.45	8,204.02	89.45	
9,210.00		18,273.92	6,538.99	(9,063.92)	198.41	

Fund 509 LIGHTHOUSE GIFT SHOP

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
Cash			
509-000-001.000	Cash	100.45	(670.70)
509-000-001.509	LHGS Safe Cash	510.00	510.00
509-000-001.LHG	Cash Lighthouse Gift Shop	138,302.01	132,434.73
	Cash	<i>will change</i> 138,912.46	132,274.03
Other Assets			
509-000-110.000	INVENTORY - EQUIPMENT MATERIAL AND PARTS	10,450.38	10,450.38
509-000-199.000	Prepaid Expenses Year End	394.17	394.17
	Other Assets	10,844.55	10,844.55
Due From Other Funds			
509-000-084.206	Due From Fire Fund	0.00	0.00
509-000-084.208	DUE FROM Parks/Recreation Fund	0.00	0.00
509-000-084.297	Due Fr/Other Funds PDR	0.00	0.00
509-000-084.508	DUE FROM Lighthouse Fund	0.00	0.00
509-000-084.704	Due from Payroll Clearing	0.00	0.00
509-000-084.750	DUE FROM Payroll Imprest Fund	183.28	183.28
	Due From Other Funds	183.28	183.28
Total Assets		149,940.29	143,301.86
*** Liabilities ***			
Accounts Payable			
509-000-202.000	Accounts Payable	0.00	0.00
	Accounts Payable	0.00	0.00
Due To Other Funds			
509-000-214.101	Due to General Fund	3,087.15	3,087.15
509-000-214.206	DUE TO Fire Fund	0.00	0.00
509-000-214.208	DUE TO Parks/Recreation Fund	0.00	0.00
509-000-214.297	Due to PDR Fund	0.00	0.00
509-000-214.508	DUE TO Lighthouse Fund	497.05	743.95
509-000-214.703	DUE TO Tax Collection	0.00	0.00
509-000-214.704	Due to Payroll Clearing	0.00	0.00
509-000-214.750	DUE TO Payroll Imprest Fund	3,218.84	3,218.84
	Due To Other Funds	6,803.04	7,049.94
Total Liabilities		6,803.04	7,049.94
*** Fund Balance ***			
Unassigned			
509-000-390.000	RESTRICTED FUND BALANCE - GIFT SHOP	(1,742.24)	(1,742.24)
509-000-390.001	FUND BALANCE	144,879.49	144,879.49
	Unassigned	143,137.25	143,137.25
Total Fund Balance		143,137.25	143,137.25
Beginning Fund Balance			143,137.25
Net of Revenues VS Expenditures			(6,885.33)
Ending Fund Balance			136,251.92
Total Liabilities And Fund Balance			143,301.86