

SOUTHERN LAKES REGIONAL METROPOLITAN PARKS & RECREATION COMMISSION  
**Meeting of the Board of Commissioners**  
**Thursday, January 28<sup>th</sup>, 2016**  
**6:00pm**  
**150 S. Leroy St.**  
**Fenton, MI 48430**

**Call to Order**

Chairperson, Ray Culbert called the meeting to order at 6:02pm

**Pledge of Allegiance**

**Attendance**

Present: Ray Culbert, Shaun Shumaker, Patricia Lockwood, Robert Krug, David McDermott, Brad Dick  
Roll Call: Mr. Culbert declared there was a quorum with Six board members.  
Staff Present: Vince Paris, Shirley Ciofu  
Public Present: Scott Grossmeyer

**Oath of Office**

Mr. Culbert swore in both Fenton Township commissioners, Bob Krug and Shaun Shumaker, who had been reappointed for another three year term.

**Approval of Consent Agenda**

- Approval of December 17<sup>th</sup>, 2015 Regular Board meeting minutes
- Approval of Treasurer's Report:
  - Bills paid prior to the January 28<sup>th</sup>, 2016 meeting \$60,561.15

Moved by: Ms. Lockwood; seconded by Mr. Shumaker to approve the consent agenda as presented.

Motion Carried: 6 Ayes, 0 Nays

**Director Report:** Mr. Paris discussed the transition of the aquatics director's duties and how that position will be restructured to involve the parent board and swim coach separate from the duties of an instructional swim coordinator. He also noted Bradly Butts had been hired for the Fenton Community Center custodial/maintenance/facility position. Mr. Paris detailed meetings with the Personnel and Finance Committees to discuss administrative salaries.

**Accounting Report:** Ms. Ciofu gave an overview of the recreation budget process describing the losses and the programmers' role in maintaining spending oversight of their individual programs. She also described programs that do fundraising noting how those funds are held in designated accounts in one year to be spent when needed in the next year(s). Mr. Shumaker requested a copy of the purchase procedure.

Ms. Ciofu also noted the county's error in 2015 resulting in an overpayment to be offset in 2016 as SLPR's tax appropriations are adjusted. Ms. Ciofu stated that to date Loose has only been paid the amount SLPR had budgeted for 2015 and that their 19% share includes an additional \$1,035.65 which is scheduled to be paid out in the next check run. She also gave a breakdown of the amount SLPR paid to the local school districts for facility use stating SLPR paid a total of \$39,145.73 in 2015 up from 30,258.86 in 2014. Ms. Ciofu said the 2015 books are in draft form until the annual audit.

**Action Item: Election of Officers**

Current Chairperson, Ray Culbert asked for nominations for the slate of officers. Ms. Lockwood nominated Ray Culbert for Chair, supported by Mr. McDermott.

Roll Call:

Shaun Shumaker: Yes                      Dave McDermott: Yes                      Brad Dick: Yes  
Patricia Lockwood: Yes                      Bob Krug: Yes                      Ray Culbert: Yes

Mr. Culbert nominated Patricia Lockwood for Vice Chair, supported by Mr. McDermott.

Roll Call:

Shaun Shumaker: Yes                      Dave McDermott: Yes                      Brad Dick: Yes  
Pat Lockwood: Yes                      Bob Krug: Yes                      Ray Culbert: Yes

Ms. Lockwood nominated Bob Krug for Treasurer, supported by Mr. Culbert.

Roll Call:

Shaun Shumaker: Yes                      Dave McDermott: Yes                      Brad Dick: Yes  
Pat Lockwood: Yes                      Bob Krug: Yes                      Ray Culbert: Yes

Ms. Lockwood nominated David McDermott for Secretary, supported by Mr. Dick.

Roll Call:

Shaun Shumaker: Yes                      Dave McDermott: Yes                      Brad Dick: Yes  
Pat Lockwood: Yes                      Bob Krug: Yes                      Ray Culbert: Yes

The slate of officers for 2016 is presented:

Ray Culbert, Chair                      Patricia Lockwood, Vice Chair  
Bob Krug, Treasurer                      David McDermott, Secretary

**Action Item: Committee Assignments**

Mr. Paris listed the committees and asked for consensus on assignments as follows with the Chair as ex officio member on each committee:

- Finance: Chair: Bob Krug, Member: Dave McDermott
- Personnel/Policy: Chair: Brad Dick, Member: Pat Lockwood
- Community Relations/Operations: Chair: Pat Lockwood, Member: Bob Krug
- Marketing/Branding/Technology: Chair: Dave McDermott, Member: Shaun Shumaker

It was the boards' consensus to make the Programs Committee a separate committee as a whole. Mr. Krug suggested the Chair should not be required to attend every committee meeting but could decide which meetings to attend.

**Action Item: Administrative Salary Compensation**

Tabled for further discussion with the finance committee. A discussion followed.

**Commissioners Comments:**

Mr. Shumaker requested a copy of the purchasing procedure.

**Next Meeting;**

Regular Board Meeting: Thursday, February 25<sup>th</sup>, 2016 at 6:00pm at the Fenton Community Center

**Adjournment**

Chairperson Culbert adjourned the meeting at 7:40 pm

Respectfully Submitted,

Recording Secretary, Shirley Ciofu