

SOUTHERN LAKES REGIONAL METROPOLITAN PARKS & RECREATION COMMISSION  
**Meeting of the Board of Commissioners**  
**Thursday, January 31, 2017**  
**6:00pm**  
**150 S. Leroy St.**  
**Fenton, MI 48430**

**Call to Order**

Chairperson, Ray Culbert called to order at 6:00pm.

**Pledge of Allegiance**

**Attendance**

Present: Ray Culbert, Shaun Shumaker, Brad Dick, David McDermott, Pat Lockwood

Excused: Bob Krug

Roll Call: Mr. Culbert declared there was a quorum with five board members.

Staff Present: Vince Paris, Shirley Ciofu, Nancy Muffley

Public Present: None

**Programmers Report:** Nancy Muffley reported the expansion of the senior program noting she had visited the local senior centers to introduce herself and invite them to attend the Senior Fridays at the Community Center. She also highlighted the Open Gym, the new 6<sup>th</sup> Grade Basketball League and the new Pound Fitness Class noting all are well attended. Also noted was the upcoming Mother/Son Dance and the Easy Bake Oven event. A discussion followed. Mr. McDermott inquired about gym time in Fenton Schools. Ms. Muffley stated getting enough AAU volleyball practice times has always been an issue. A discussion followed re: staff contacting the school AD's to see about additional availability.

**Approval of Consent Agenda**

- Approval of December 15<sup>th</sup>, 2016 Regular Board meeting minutes
- Approval of Treasurer's Report:
  - Bills paid prior to January 31<sup>st</sup>, 2017 in the amount of \$72,901.46

Motion by Ms. Lockwood, seconded by Mr. McDermott to approve the consent agenda as presented.

Motion Carried: 5 Ayes, 0 Nays

**Call to the Audience:** None

**Accounting Report:** Ms. Ciofu presented the final 2016 financial reports noting they are pre audit for management purposes. She described the factors that influenced how the organization accomplished growth this year noting the many programs that exceeded budgeted expectations. She also noted expenses were down in the administrative budget for employer costs. The programs that maintain fund balances also showed growth as a result of the efforts by program coordinators, parent volunteers, participants, and staff being involved in garnering sponsorships and fundraising. It was also noted that the finance committee should meet to discuss how much to transfer to the facility fund and the equipment fund. A discussion followed re: the swim program. Ms. Ciofu stated both the instructional and team programs held down expenses and finished ahead of last year. She noted that although the swim team revenue was down, the expenses were substantially lower than what would be expected proportionately so the profit margin experienced an increase nevertheless.

**Director Report:** Mr. Paris noted he has meetings scheduled with both the Fenton and Linden DDA's to finalize the program grants for the Markets, Concerts, and Back to the Bricks. He also noted that this year

the Fenton grant will include Art Walk. Mr. Paris stated the transition from Active Net to Rec 1 was on target and that Active Net would be notified in March that we will not be renewing the contract. Also discussed was the 2016 Marketing/Branding review as well as the 2017 plan preview that was sent to the staff and board members. Also noted was the upcoming training staff would be attended which includes the MML and MRPA conferences and the Michigan Farmers Market Conference.

**Commissioners Comment/Committee Reports:**

Ms. Lockwood discussed the meeting the Program and Operations Committee had with members of the Loose Board regarding the inter-local agreement and new grant process that the SLPR board adopted in September of 2016. She stated the committee was presented with a legal opinion from Loose's attorney and a letter from Mr. Wensel. She also stated there is nothing legally to hold SLPR to the agreement and therefore the committee recommends a letter be drafted stating SLPR will opt out. A discussion followed re: Loose applying for a grant each year describing their financial need for the SLPR board to review. It was determined that the 19% appropriations would continue through February of 2018 and the grant period would begin March 2018 – December 2018. It was also stated that Loose provide a grant application to the board before the regular board meeting on February 23<sup>rd</sup>, 2017. It was noted that Loose should still provide accountability for the 19% as well. Mr. Paris stated he will have a letter drafted by SLPR's attorney to opt out of the agreement at the February meeting.

Mr. McDermott requested a report on facility use at Fenton Schools as well as a report on the swim team program.

Mr. Shumaker stated there is a vacant rental property that may make a good office space for SLPR and ask that Mr. Paris make an inquiry. He also suggested investigating programming for disabled participants and doing a fundraiser for scholarship money.

**Next Meeting:**

Regular Board Meeting: Thursday, February 23<sup>rd</sup>, 2017 at 6:00pm at the Fenton Community Center.

**Adjournment**

Chairperson Culbert adjourned the meeting at 7:50 pm

Respectfully Submitted,

Recording Secretary, Shirley Ciofu