

SOUTHERN LAKES REGIONAL METROPOLITAN PARKS & RECREATION COMMISSION
Meeting of the Board of Commissioners
Thursday, October 27th, 2016
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, Pat Lockwood, David McDermott
Excused: Brad Dick
Absent: Bob Krug
Roll Call: Mr. Culbert declared there was a quorum with four board members.
Staff Present: Vince Paris, Shirley Ciofu
Public Present: None

Approval of Consent Agenda

- Approval of September 22nd, 2016 Regular Board meeting minutes
- Approval of October 7th, 2016 Special meeting minutes
- Approval of Treasurer's Report:
 - Bills paid prior to October 27th, 2016 in the amount of \$62,747.71

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

Motion Carried: 4 Ayes, 0 Nays

Call to the Audience: None

Programmers Report: Ms. Ciofu highlighted the upcoming special events which include the Fall Dance Showcase on November 11th and the Senior Thanksgiving Luncheon and Bollywood Dance on November 18th noting the board is invited to both events. She also noted the upcoming Ladies Night Out event in Fenton on November 11th stating the Fitness instructors will be passing out coupons for a free class. Mr. Culbert suggested doing the same at the Linden Ladies Night on November 4th.

Director Report: Mr. Paris asked the board to set a date for the Goals/Objectives workshop which would include the staff. It was the consensus to adopt the Board's Goals/Objectives at the December regular meeting then later schedule a joint meeting with the staff after the first of the year. Mr. Paris reminded the Board that the December meeting would be held in the afternoon following the annual Networking at Noon event that both SLPR and FCCC co-host. He also noted that training for the new on line registration system, Rec 1, would take place on December 7th and 8th. Mr. McDermott stated the Technology committee had reviewed the program with staff and have recommended moving forward with the new system. Mr. Paris also discussed the hiring of the new part time administrative assistant prior to January so that person could participate in the December training. The position would be advertised next week.

Accounting Report: Ms. Ciofu reported the bills this month were a bit higher than average due in part to the quarterly payment to the Loose Center and the six months of utility fees paid to the Linden Schools for the gymnastics studio. She also noted that SLPR purchased table tennis tables for the program with funds designated for that program. The \$2,000 donation for Double Up Food Bucks was discussed. Ms. Ciofu presented the 2017 budget and the 2017 meeting dates for Board approval.

Action Item: Approval of the 2017 Budget

Mr. Paris noted the budget presented is the same as what was discussed at the workshop and could be amended throughout the year through Board approval process. It was the Board's consensus to state the appropriations line item as "Loose Grant Appropriations". A discussion on internal and external grants followed. It was also noted that the budget included a line item for 'Equipment Reserve' which is intended for internal program equipment needs. Mr. Paris also noted there is a line item in the budget for a 'Facility Reserve Fund' which would be discussed at a later date with the finance committee.

Ms. Lockwood noted that the City of Fenton may ask SLPR to take on the Artwalk event as a SLPR program.

Motion by Mr. Culbert, seconded by Ms. Lockwood to approve the 2017 Budget as Presented.

Motion Carried: 4 Ayes, 0 Nays

Action Item: Approval of the 2017 Meeting Dates

Mr. McDermott asked that the November 16th, 2017 meeting date be changed to November 30th.

Motion by Mr. McDermott, seconded by Ms. Lockwood to approve the 2017 meeting dates as presented with the November meeting scheduled on the 30th instead of the 16th.

Motion Carried: 4 Ayes, 0 Nays

Action Item: Approval for extended three year audit contract with Lewis/Knopf

Mr. Paris noted the Lewis/Knopf would extend SLPR's contract for another three years at an increase of \$150 per year. Ms. Lockwood stated the importance of working with a firm who has the experience and knowledge of the organization. Mr. Shumaker suggested putting the audit out for bids. A discussion followed.

Motion by Ms. Lockwood, seconded by Mr. Culbert to approve the extended three year contract with Lewis/Knopf as presented.

Motion Failed: 2 Ayes, 2 Nays

Staff was directed to get three bids for the audit and present them to the finance committee.

Item for Discussion: Update on the SLPR grant application for the Loose Center

Ms. Lockwood discussed the meeting that the Programs/Operations Committee had with members of the Loose Board regarding SLPR's grant application and the grant process the SLPR board had adopted. She noted that there were few comments from Loose members and that they stated they would take it to committee for review. Mr. Paris stated he had reached out to Mr. Gabrielson to take part in creating the grant, but Mr. Gabrielson was unavailable. The grant was given to the Board. It was the Board's consensus that the grant process is a new way of doing business. A discussion followed regarding the Loose interlocal agreement.

Next Meeting:

Regular Board Meeting: Thursday, November 17th, 2016 (3rd Thursday) at 6:00pm at the Fenton Community Center.

Adjournment

Chairperson Culbert adjourned the meeting at 7:15 pm

Respectfully Submitted,

Recording Secretary, Shirley Ciofu