

Southern Lakes Regional Metropolitan Parks & Recreation District

Board of Commissioners Meeting- Thursday, January 28th, 2021

6:00pm

Virtual Meeting via Zoom

Call to Order

Chairperson Lockwood asked Vice Chair, Culbert to start the meeting as she was having technical difficulties with the online presentation. Mr. Culbert called the meeting to order.

Attendance

Present: Patricia Lockwood, Christine Reid, Ray Culbert, David McDermott, Brenda Simons, Rob Kesler

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

Staff Present: Ed Koledo, Shirley Ciofu

Public Present: None

Call to the Audience:

None present

Approval of the Consent Agenda:

- Approval of the Agenda
- Approval of December 17th, 2020 Regular Board meeting minutes
- Approval of Treasurer's Report:
 - Bills paid prior to January 28th, 2021 in the amount of \$23,228.39
 - Payroll paid prior to January 28th, 2021 in the amount of \$20,221.24
 - Financial Statements for December 2020

Motion by Mr. McDermott, seconded by Mr. Kesler to approve consent agenda as presented.

Motion Carried: 6 Ayes, 0 Nays

Administrative Reports:

Mr. Koledo stated the updated executive order has allowed for gymnastics, fitness, dance, martial arts to hold classes again in person. Currently there is no swim program because the pool and locker room are still closed.

The LAFF easement work is ongoing as is the pathway fundraising. Mr. Koledo noted meetings with the LAFF, Chamber, FACT, and Happening in Linden boards; as well as plans for investigating grant opportunities, planning for Linden's Ice Fishing Tournament, and meeting with Fenton Arts Council.

Also noted was the upcoming meeting about the Deer Run Soccer park lease with the soccer groups and agreement review with Vince Lorraine from Fenton Township.

Mr. Koledo discussed the ongoing staff planning process noting a new organizational chart is in the works with input from current staff members.

Genesee County Parks reached out for a potential partnership with SLPR and pickleball courts at the Linden County Park. They requested acknowledged support of SLPR to enhance their grant application. A discussion followed re: the use of Fenton Community Center's tennis courts as a Pickleball court.

The dance studio is completed and staff is proud of the new space which is larger than the old room.

Mr. Koledo noted his discussion with the Fenton Community Center board re: kitchen repairs and improvements. A discussion followed re: creating an upgraded 'warming' space for caterers and programs with modern warming units and removing obsolete appliances.

Accounting Report:

Ms. Ciofu prepared a recreation profit/loss statement for 2020 by program to show the overall deficit year to date, noting that in the past, the recreation program side of the budget usually has a small profit margin, but due to covid, this year had a significant loss. Most notable loss was in the gymnastics program. She presented the year end financial statements with overall net income higher than budgeted as predicted, and an expected result of property tax revenue remaining constant while administrative expenses for staffing and other employer costs had been reduced due to covid.

Also noted was the 2020 audit scheduled for April 20 and 21. A discussion followed re: scheduling the pre audit meeting with the finance committee. Ms. Ciofu will contact the committee individual to confirm date and time.

The designated fund balances were stated for the equipment, facility, and scholarship funds. A discussion followed re: allocating the net income. Mr. Koledo noted the finance committee had discussed the allocation during the budget meetings and will report back.

Ms. Ciofu stated the payroll taxes and returns, including quarterly and year end reports had been prepared and distributed including w2's and 1099's.

Action Item: Election of Officers

Mr. Culbert opened the floor to nominations for the position of Chair, Vice Chair, Secretary and Treasurer.

Chair: Mr. Culbert nominated Ms. Lockwood for Chairperson, seconded by Mr. McDermott. Ms. Lockwood accepted. No further nominations.

Motion Carried: 6 Ayes, 0 Nays

Vice Chair: Mr. Kesler nominated Mr. Culbert for Vice Chairperson, seconded by Ms. Lockwood. Mr. Culbert accepted. No further nominations.

Motion Carried: 6 Ayes, 0 Nays

Secretary: Mr. Culbert nominated Mr. McDermott for Secretary, seconded by Ms. Lockwood. Mr. McDermott accepted. No further nominations.

Motion Carried: 6 Ayes, 0 Nays

Treasurer: Ms. Lockwood nominated Mr. Kesler for Treasurer, seconded by Mr. McDermott. Mr. Kesler accepted. No further nominations.

Motion Carried: 6 Ayes, 0 Nays

Discussion Item: Committee Assignments

Chairperson Lockwood stated the committees and asked for consensus to have the current committee members remain on their committees without change as follows:

Finance & Site Location: Chair, Mr. Kesler and Member, Mr. Culbert – both agreed

Operations & Policy: Chair, Mr. McDermott and Member, Ms. Reid – both agreed

Personnel & Policy: Chair, Ms. Simons and Member, Mr. McDermott – both agreed

Ms. Lockwood as chairperson would sit on all committees.

Action Item: Approval of a \$200 sponsorship of the Linden Ice Fishing Tournament

Mr. Koledo described the event stating SLPR would be a sponsor, have a tent at the event, and would give away program gift certificates as a way of marketing and promoting SLPR and becoming part of outdoor, Winter community events. The idea was well received.

Motion by Mr. Culbert, seconded by Mr. Kesler to approve a \$200 sponsorship to the Linden Ice Fishing Tournament

Motion Carried: 6 Ayes, 0 Nays

Action Item: 3 year Allocation of PEG Coordinator Annual Salary

Mr. Koledo noted now that SLPR is part of the consortium, a \$600 per year commitment to the salary of the PEG coordinator is appropriate. A discussion followed re: the important work the consortium does in allocating funds for equipment to the school districts for educational programs and now to have SLPR included is beneficial.

Motion by Ms. Reid, seconded by Mr. Culbert to approve \$600 per year for the next three years to the PEG Coordinator's salary.

Motion Carried: 6 Ayes, 0 Nays

Action Item: Robert Wood Johnson Foundation, Call for Proposal/Potential Phase 2 Grant Application

Mr. Koledo stated his intent to apply for grants and to notify the board to get a consensus. He noted the grant amount is not yet determined but could be as much as \$800,000 for Phase 2 of the pathway. It was the board's consensus that they fully support the pursuit of scholarships and grants.

Motion by Mr. McDermott, seconded by Ms. Simons to authorize Mr. Koledo to pursue and submit the grant application.

Motion Carried: 6 Ayes, 0 Nays

Discussion Item: Technology Update

Mr. Koledo noted the need for a technology overhaul in the SLPR office at the FCCC. He presented a list of items required to upgrade and the estimated cost to do it stating some of the cost would be fully paid for by SLPR, some by FCCC and some would be a shared expense. The upgrades would include a new hard wire system and central backup server in the cloud. He stated the estimate would be about \$10,000 the first year, and \$5,000 per year after for fees and system maintenance. It was the board's consensus that it is standard and necessary. A discussion followed re: GISD and Tech Soup quotes and FACT Consortium funds.

Discussion Item: DDA Grants

Mr. Koledo described the idea for a Fenton Street Experience for 2021 that would be different than the typical art fair and concert series. He noted meetings with Ms. Lockwood and Mr. Hart of the City of Fenton DDA re: establishing a committee to plan the events with SLPR taking an active role.

Committee Reports: None

Commissioner Comments: Ms. Lockwood noted how well the Moose Lodge's outdoor dining was managed. Ms. Lockwood also stated her recommendation for a recognition award for the staff of \$1,500 to be divided amongst the staff members who have been actively working during covid. She also stated the distribution of the awards would be up to the Executive Director's discretion with input from the Chair as to who and how much.

Next Meeting

Regular Monthly Meeting: Thursday, February 25th, 2021 at 7:09pm via Zoom.

Adjournment

Chairperson Lockwood adjourned the meeting at 6:19pm

Respectfully Submitted, David McDermott, Secretary
Recording Secretary, Shirley Ciofu