

Wednesday, July 22nd, 2015
Green Oak Township Offices
10001 Silver Lake Road
Brighton

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:02 pm

Roll Call of the Board

Mark St. Charles, Green Oak Charter Township

Patty Carcone, Charter Township of Lyon

Lynne Ladner, City of South Lyon – NOT PRESENT

Also Present

Amy L. Allen, SLARA Director

Approval of the Agenda

Mrs. Allen added 3 items to the agenda under new business.

Motion to approve the agenda as amended by Mrs. Carcone, second by Mr. St. Charles, motion passes

Approval of June 24th, 2015 Meeting Minutes

Motion to approve the minutes by Ms. Carcone, second by Mrs. St. Charles, motion passes

Approval of Bills – 6/12/15 thru 7/14/15

Motion to approve the bills by Mrs. Carcone, second by Mr. St. Charles, motion passes

Financial Report

- a. General Fund Balance – \$452,574.03
- b. Community Center Committee Fund Balance – \$15,401.00
- c. Capital Improvements Fund Balance - \$245,510.68

Correspondence

None at this time

“Call to the Public”

No public present

I) Old Business**1. SLARA Office Updates/Upcoming Events****a. CPRP Certification for Director**

Mrs. Allen shared with the board that she took the CPRP exam the previous week and passed. She also submitted a grant reimbursement to MMRMA to possibly cover 75% of the cost of the exam. The grant results should be made public in mid-August.

b. FunFest at McHattie – 7/15/15

Approximately 200 people attended this event. Everything went well. Kona Ice came out to sell ice cones. There was a picture in the Herald from the event.

c. Island Lake Kids Kamp Update

Mrs. Allen shared with the board that camp is going very well. There have been a few issues with behavior with campers. The board requested that Mrs. Allen send them a copy of the behavior policy to look over.

2. Community Center Meeting Updates**a. Next meeting – August 17th in Green Oak****3. Member Updates**

Lyon Township – the old Hillers store re-opened today as Kroger. Great turn out for the grand re-opening.

Green Oak – more bids are going out for sidewalk additions. Green Oak is also working with Huron/Clinton Metroparks to get more land for possible recreation building.

4. SLARA Individual Salary Adjustments

Motion to increase Mrs. Roberts pay from \$13.16 to \$13.69/hour effective with the July 25th, 2015 payroll. Second by Mr. St. Charles, motion passes.

Motion by Ms. Carcone to table any other salary adjustments until the August 2015 meeting. Second by Mr. St. Charles, motion passes.

II) New Business**1. Election of the 2015-2016 SLARA Board of Directors**

Motion to approve the SLARA Board Positions as presented. Motion by Mr. St. Charles, 2nd by Ms. Carcone. Motion passes.

Board Members for 2015-2016 are as follows:

Patty Carcone – Secretary

Lynne Ladner - Treasurer

Mark St. Charles – Chair

2. Distribution of 2015-2016 SLARA Municipality Contribution Invoices

Mrs. Allen distributed municipality invoices to those present. She will email the City of South Lyon's to Ms. Ladner Thursday morning.

3. Municipality Board Alternates

Mrs. Allen discussed with the board the need for designated alternates to attend meetings when board members cannot attend. She asked for each municipalities alternate contact information. Mr. St. Charles noted that the alternate for Green Oak was Mr. Richard Everett. Ms. Carcone is checking to see who it is from Lyon Township. Mr. St. Charles said that he would contact Ms. Ladner to let her know she needs to request an alternate be appointed by the South Lyon City Council. Mrs. Allen will wait for the information to be sent to her from all board members.

4. SLARA Board Meeting Schedule

Mrs. Allen wanted to see if the board felt it was time to scale back on the meeting schedule for the SLARA Board. Years ago it was addressed that the goal was for the board to meet quarterly instead of monthly, so Mrs. Allen wanted to check in on the status of that request. Ms. Carcone expressed concern and encouraged the board to remain meeting monthly. She was concerned about getting programming updates and approval of bills. Mr. St. Charles agreed and the board decided to remain with a monthly meeting schedule. Board members said if they could not attend a meeting the board would be more proactive about re-scheduling a meeting instead of meeting with only a partial board which prompts many items to be tabled month after month.

5. Youth Assistance

Mrs. Allen shared with the board that Youth Assistance has contacted the SLARA requesting that the Non-Resident fee be waived for any individuals receiving assistance from their group. This group is based out of South Lyon, therefore, since they are paying the cost they feel that the non-resident fees should be waived. The board agreed. Mrs. Allen will make sure the other SLARA staff are aware of this.

6. Bookkeeper Position

Mrs. Allen shared with the board that the current bookkeeper, Pam Johnson will be retiring in the fall. The board requested that Mrs. Allen send them a copy of the job description that she has been working on. Mrs. Allen wanted to know what pay rate the position could be advertised as. The board informed Mrs. Allen that the position should be updated to a contractor service instead of hiring someone and putting them onto payroll. The board requested that Mrs. Allen post the position as a contractor and recruit proposals.

Adjournment at 2:55 pm

Next Meeting: Wednesday, August 26th, 2015 @ 2:00pm

Location: City of South Lyon Offices
335 South Warren
South Lyon

Chair Signature

Secretary Signature

Approval Date