

Wednesday, June 4th, 2014  
Lyon Township Offices  
58000 Grand River Ave, Lyon Township  
2:00 pm

## MINUTES

2:00 PM

### Call to Order

*Mr. St. Charles called the meeting to order at 2:21 pm*

### Roll Call of the Board

*Mark St. Charles, Green Oak Charter Township  
Patty Carcone, Charter Township of Lyon*

### Also Present

*Amy L. Allen, SLARA Director*

### Approval of the Agenda

*Motion to approve the agenda by Mr. St. Charles, 2<sup>nd</sup> by Ms. Carcone, motion passes*

### Approval of April 23<sup>rd</sup>, 2014 Meeting Minutes

*Motion to approve by Ms. Carcone, 2<sup>nd</sup> by Mr. St. Charles, motion passes*

### Approval of Bills & Financial Report –4/16/14 – 5/20/2014

- a. General Fund Balance – \$436,551.43
- b. Community Center Committee Fund Balance – \$19,901.00
- c. Capital Improvements Fund Balance - \$100,095.31

*Motion to approve by Ms. Carcone, 2<sup>nd</sup> by Mr. St. Charles, motion passes*

### Correspondence

*None at this time*

### “Call to the Public”

*No public was present*

I)

### **Old Business**

#### **1. SLARA Office**

##### **a. Updates**

- i. *Mrs. Allen is working with staff on putting together a Coaches Code of Conduct and Coaches Manual to roll out in the fall.*
- ii. *Mrs. Allen is working with Mrs. Hill to finish up the new volunteer program to be rolled out in the fall. One person will be highlighted each season in our brochure. Each year the SLARA will be putting together a volunteer appreciation event.*

**b. Upcoming Events**

- i. *On June 14<sup>th</sup> the SLARA will be working with the South Lyon Library and taking part in their “Cruise into Summer” event. The SLARA will be running the bike decorating station.*

**2. Member Updates**

*Mr. St. Charles alerted us to road work that will be taking place in Green Oak this summer. Lots will be done. Ms. Carcone shared with the board information about a possible new recreational facility privately owned that may be coming to Lyon Township.*

**II) New Business****1. Determine 2014-2015 SLARA Board Meeting Schedule**

*Mrs. Allen presented the board with the current year’s meeting schedule. The board decided to follow this schedule in regards to months and locations. She will present this updated schedule for approval at the next meeting.*

**2. Approval of new Computer Leasing Contract with MFM Network Solutions**

*Mrs. Allen presented the board with a proposal from MFM Network Solutions for computer leasing and IT support for July 1, 2014 thru June 30, 2017. The contract would be valid for 3 years with a 1 year extension option.*

***Motion to approve the proposal from MFM Network Solutions for Computer Leasing and IT Support valid from July 1, 2014 thru June 30<sup>th</sup>, 2017 and to authorize the SLARA Board Chair to sign the lease contract when presented. Motion by Mr. St. Charles, 2<sup>nd</sup> by Ms. Carcone, motion passes.***

***Motion to let the current computer leasing contract with CSI Leasing run out on September 30<sup>th</sup>, 2014 and not to renew. Motion by Ms. Carcone, 2<sup>nd</sup> by Mr. St. Charles, motion passes.***

**3. SLARA Phone Systems Proposals**

*Mrs. Allen shared with the board that the office phones need to be replaced. There are issues with buttons sticking and multiple hang ups. She has not been able to find contact information for the initial phone system. It was in place when the SLARA moved to this location in 1998. New phones cannot be placed on the current system, they are not compatible. She would have to purchase old phones off of ebay and hope they work.*

*Mrs. Allen presented two quotes for installing new phone systems for the SLARA office.*

***Motion to approve the quote to purchase a “Vertical SBX IP 320 Communications System with Voice Mail” at the price of \$2,622 from Telecom Data Solutions, LLC. and to authorize the SLARA Board Chair to sign this contract when presented. Motion by Mr. St. Charles, 2<sup>nd</sup> by Ms. Carcone, motion passes.***

**4. SLARA Draft Budget Proposal**

*Mrs. Allen presented the board with a copy of the draft budget. The final copy will be presented to the board at the Public Hearing scheduled for June 25<sup>th</sup>, 2014.*

***Adjournment at 3:42 pm***

Next Meeting: Wednesday, June 25<sup>th</sup>, 2014 @ 2:00pm

Location: Green Oak Township Offices

10001 Silver Lake Road, Brighton

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Chair Signature

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Treasurer Signature

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Approval Date