

Wednesday, November 26th, 2014  
City of South Lyon Offices  
335 South Warren

## MINUTES

**2:00 PM**

### **Call to Order**

*Mr. St. Charles called the meeting to order at 2:03 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  
John Hines, SLARA Sports Supervisor*

### **Approval of the Agenda**

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

### **Approval of October 22nd, 2014 Meeting Minutes**

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

### **Approval of Bills – 10/15/14 thru 11/18/14**

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

### **Financial Report**

- a. **General Fund Balance – \$351,912.90**
- b. **Community Center Committee Fund Balance – \$19,901.00**
- c. **Capital Improvements Fund Balance - \$245,225.67**

### **Correspondence**

*No correspondence at this time*

### **“Call to the Public”**

*No public was present*

**I)**

### **Old Business**

#### **1. SLARA Office Updates/Upcoming Events**

- a. **Candy Cane Hunt – Saturday, December 6<sup>th</sup>, 2014**
- b. **Staff Holiday Luncheon – Wednesday, December 17<sup>th</sup>, 2014**
- c. **Daddy/Daughter Dance – Friday, February 6<sup>th</sup>, 2015**
- d. **Mom/Son Superhero Dance – Friday, March 6<sup>th</sup>, 2015**

**2. Community Center Meeting Updates**

*The board discussed what took place at the last Community Center Committee meeting. It was discussed that the focus will now be on an Aquatics Center versus a full Community Center. This was the number one request from the surveys done in the past and if only one portion is financially doable, then this should be the focus. The next meeting will take place on January 19<sup>th</sup>, 2015 at 7 pm at the Center for Active Adults.*

**3. Member Updates**

- a. *City of South Lyon – None at this time.*
- b. *Green Oak Township – None at this time.*
- c. *Lyon Township – None at this time.*

**II) New Business****1. CYSA Certification Proposal**

*Mrs. Allen introduced the board to Mr. Hines, the SLARA Sports Coordinator. Mr. Hines presented a proposal to the board to allow him to take part in a Certified Youth Sports Administrator training being offered at the MRPA Conference in 2015. This certification is valid for 2 years and requires continuing education credits to renew. Mr. Hines went thru the proposal attached in detail with the board.*

***Motion by Mr. St. Charles to accept and approve the proposal for the SLARA to send the Sports Supervisor to the CYSA Certification Training at the MRPA Conference in 2015 as presented.***

*Mrs. Carcone seconds the motion, motion passes.*

**2. SLARA Program Evaluations**

*Mrs. Allen presented the board with program evaluation results that were done from Swim Lessons Session I of Fall 2014 by Mrs. Fitzpatrick. Overall, results were very positive. Mrs. Allen shared with the board that Mrs. Fitzpatrick does initiate program changes based on feedback from these surveys. Survey are done each season by Mrs. Fitzpatrick.*

**3. SLA / Sea Lions Merger Proposal**

*Mrs. Allen presented the board with a proposal from South Lyon Aquatics about merging the Sea Lion team with the SLA Swim Team. Mrs. Allen informed the board that two of our staff are leaving in December, and two staff have plans to leave in the Fall of 2015. With no luck in recruiting new staff, Mrs. Allen feels that this merger could be an option to keep a competitive swim program in the community.*

*Mrs. Allen and Mrs. Fitzpatrick have been meeting with SLA and working on a merger plan that would help address the current SLA program's lack of benefits for "recreational" swimmers. Pricing was also a targeted issue that needed to be addressed. Mrs. Allen feels that both organizations are coming to an agreement about terms and should be ready to present a contract at the next SLARA board meeting.*

*Mrs. Allen made the board aware that we should expect some backlash from the community as the Sea Lions have been around so long and have a big following. Obviously, losing the team is not what the SLARA wanted. However, the SLARA just does not have the staffing available to keep the program running. Mrs. Allen has reached out to other departments across the state and heard similar stories about the lack of qualified aquatics staff being available.*

*After much conversation within the two organizations, Mrs. Allen felt it best to notify parents of the possible merger right away. This was done on request of some of the Sea Lions board parents. They wanted to know before they placed their next merchandise order for their upcoming meet, so no money was wasted on team gear that might not be used going forward. Mrs. Allen also felt that as soon as some of these board members knew, it was only right to send something out to the entire participant list in order to hopefully stop rumors from spreading.*

*The merger proposal was a good start, however some major changes needed to be made in order for the merger to work for the SLARA. Mrs. Allen met with an attorney to begin creating a contract that addressed these concerns. The initial proposal was given to the board to look over. Mrs. Allen will keep the board up-to-date with information regarding this merger.*

**4. Salary Range Comparison Presentation**

*Mrs. Allen presented the board with the information she researched from Recreation Departments with similar total department budgets in Michigan in regards to salary ranges. Mrs. Allen presented the board with a chart of information from 15 different organizations spanning the past 3 years. Mrs. Allen has also collected job descriptions from a majority of those departments to compare with the SLARA job responsibilities. The board asked Mrs. Allen to reach out to these organizations again to ask for some more information including the number of participations/registrations they take per year, what positions have benefits and how these departments are funded. Mrs. Allen will work to collect this information to bring back to the board at a later date.*

***Adjournment at 2:53 pm***

Next Meeting: Wednesday, January 28th, 2015 @ 2:00pm

Location: City of South Lyon Offices, 335 South Warren

---

Chair Signature

---

Secretary Signature

---

Approval Date