

Wednesday, September 22, 2021 @ 2:00 pm
Zoom Video Conference

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:00 pm

Roll Call of the Board

Mark St. Charles, participating from Green Oak Township Hall

Paul Zelenak, participating from the City of South Lyon Offices

Absent

Ms. Carcone

Also Present

Amy L. Allen, CPRP, SLARA Director participating from the SLARA Office

Approval of the Agenda

Motion to approve the agenda by Mr. Zelenak, seconded by Mr. St. Charles, motion approved

Approval of August 27, 2021 Meeting Minutes

Motion to approve the August 27, 2021 Meeting Minutes by Mr. Zelenak, seconded by Mr. St. Charles, motion approved

Approval of August 31, 2021 Meeting Minutes

Motion to approve the August 31, 2021 Meeting Minutes by Mr. Zelenak, seconded by Mr. St. Charles, motion approved

Approval of Bills 8/5/2021 – 9/10/2021

Motion to approve the bills by Mr. Zelenak, seconded by Mr. St. Charles, motion approved

Financial Report: AS OF AUGUST 31, 2021

- a. General Fund Cash TOTAL - **\$189,325.52**
 - a. Flagstar Primary Checking Account, 0.7% Interest Rate
\$189,325.52

- b. Capital Improvements Fund Cash TOTAL - **\$583,612.45**
 - a. Flagstar Savings Account, 1.39% Interest Rate
\$183,083.29
 - b. Oakland County Local Government Investment Pool
\$400,529.16

Correspondence

None

Call to the Public*None***I) Old Business****1. SLARA Office Updates****a. Directors Memo**

Mrs. Allen presented the board with reports on staffing, scheduling and fall registration. Some of the soccer leagues were cancelled due to a lack of volunteer coaches. Mr. Zelenak requested information on how SLARA is currently advertising their coaching needs and what their plan is moving forward to ensure that they don't have this happen again. Mrs. Allen said this was the first time that this has happened, but they are often times searching for volunteers until the last minute. She feels that this year it wasn't just the time commitment but the fact that many adults are hesitant to work with an unvaccinated population on a regular basis for the program. COVID is making an impact.

Mr. St. Charles suggested reaching out to Legacy to see if some of their staff or participants might be interested in helping out. He also requested that Mrs. Allen send over PDF documents listing the openings for both coaches and staff. He will place them at the Green Oak Township Hall and hopefully that would bring in a few people. Mr. Zelenak said the City of South Lyon would distribute some too if Mrs. Allen sends them over. Mrs. Allen said she is reaching out to some other departments to see if they are having success recruiting volunteers this year and if so, what are they doing.

b. Staff Vaccination Requirements

Mrs. Allen asked the board for their opinions on requiring new staff to be vaccinated. Mr. Zelenak said that we should all be following the CDC recommendations that if any individuals are unvaccinated they must wear masks at all times indoors, this includes participants and staff. Mrs. Allen was told that in the pool masks are discouraged or even not allowed per the American Red Cross. The board asked her to do some more research on this to find out if this is correct. She believes it is a safety hazard especially for lifeguards, if they have to perform CPR masks need to come off. More investigation needs to be done. However, the board does not feel that this is the time to be making any vaccination requirements for staffing as there is still so much unknown about how to handle vaccinations/masking still. Until more guidance comes from the state and federal level no changes should be initiated.

II) New Business

- 1. Consider Resolution 21-005, to approve and accept the 2022-2023 FY municipality contribution amounts for SLARA to total \$48,370.24 (City of South Lyon \$22,492.16, Lyon Township \$20,122.02, Green Oak \$5,756.06)**

Motion by Mr. Zelenak, second by Mr. St. Charles to approve Resolution 21-005 as presented

Roll Call Vote:	Ayes:	Mr. St. Charles, Mr. Zelenak
	Nays:	None
	Absent:	Ms. Carcone

2. Discussion of SLARA 5 Year Staffing Plan

Mr. St. Charles appreciated the staffing plan that Mrs. Allen submitted and thinks that this was needed in order to convey her vision to the board for the organization moving forward. Mr. Zelenak thanked Mrs. Allen for putting this together and noted that it helps them follow the flow of staffing changes from year to year. Mr. Zelenak asked for some clarification on who would be taking over responsibilities for the Marketing/Social Media Manager until July 2022 and Mrs. Allen said they would be shared between herself (seasonal brochure, MPR rentals, Facebook postings and website updates) the Recreation Intern (Instagram, Twitter and the Pet Parade) and the Recreation Aid (Candy Cane Hunt).

Mrs. Allen asked how to move forward with the proposed employment openings and Mr. St. Charles asked Mrs. Allen to submit a specific proposal for all positions including salary and benefits for each position along with timelines for hiring. Mrs. Allen said she will get this information to the board before the weekend. After it is received the board will communicate to set up a time to meet for a special meeting to approve or adjust the proposals.

3. Board Member Comments

Neither Mr. St. Charles nor Mr. Zelenak had any comments.

Adjournment at 2:54 pm

Next Meeting: Wednesday, October 27, 2021 @ 2:00 pm

Meeting will be held at SLARA Office

Chair Signature

Secretary Signature

Approval Date

Procedures by which persons may contact members of a public body prior to the meeting:

Members of the public may contact members of the public body prior to the electronic meeting by e-mail. E-mail addresses for the SLARA Board Members & Staff may be found on the SLARA website at www.slrec.net