

Wednesday, May 27th, 2015
Lyon Township Offices
58000 Grand River Ave

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:01 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*

Also Present

Amy L. Allen, SLARA Director

Approval of the Agenda

Motion to approve the agenda by Mrs. Carcone, 2nd by Ms. Ladner, motion passes

Approval of April 14th, 2015 Meeting Minutes

Motion to approve the minutes by Ms. Ladner, 2nd by Mrs. Carcone, motion passes

Approval of Bills – 4/8/15 thru 5/19/15

Motion to approve the bills by Mrs. Carcone, 2nd by Ms. Ladner, motion passes

Financial Report

- a. General Fund Balance – \$425,287.50
- b. Community Center Committee Fund Balance – \$15,401.00
- c. Capital Improvements Fund Balance - \$245,468.98

Correspondence

None

“Call to the Public”

No public present

I)

Old Business

1. SLARA Office Updates/Upcoming Events

a. Staff Evaluations

i. Full Time Sports Coordinator Update

Mrs. Allen shared with the board information regarding the annual evaluation for Mr. Hines. Mrs. Allen also shared with the board a report on the impact on registration and revenue that has taken place since the position has become full time.

ii. Enrichment/Aquatics Coordinator Updates

Mrs. Allen shared with the board information regarding the annual evaluations for Mrs. Fitzpatrick and Mrs. Hill. Mrs. Allen shared with the board that Mrs. Hill will be working full time as of July 1st, 2015. They have discussed new programs they would like to see implemented including teen programming and travel programs aimed at youth and families. Mrs. Allen discussed with Mrs. Fitzpatrick ways to work on recruiting aquatics staff and ways to program an additional evening at the pool due to availability this upcoming year.

iii. Office Administrators Updates

Mrs. Allen share with the board that the SLARA is working on cross training office administrators in the upcoming year. In the past the two individuals that job share often times complete separate tasks (inputting program information into RecPro, filing, marketing, etc...). Moving forward Mrs. Allen would like to cross train these staff so that the office is covered if anyone is out for an extended period of time.

2. Community Center Meeting Updates**a. Next meeting – June 15th at Lyon Township**

At the last meeting it was decided that the committee would keep moving forward based on the price presentations by Neumman Smith. The next goal would be to put together presentations for each community to ensure that everyone is still on board. The committee would need some sort of resolution stating that each City or Township is in support of the project moving forward. If the committee can't get that, it's not in their best interest to keep moving forward.

3. Member Updates

Lyon Township Kite Festival is coming up June 6th – 7th at Atchinson Park. Mr. St. Charles shared with the board that he will be gone the 2nd week of June. Mrs. Carcone shared with the board that she will be gone the 3rd week of June. Ms. Ladner will be gone the 4th week of June and will miss the June board meeting.

II) New Business**1. Proposed Salary Ranges for the SLARA**

Motion by Mr. St. Charles to table the Proposed Salary Ranges for SLARA at this time to allow the Board of Directors an opportunity to hold a special meeting to discuss this item in more detail. The Board will then present a recommendation for either increases or no increases at the June Board Meeting

Mrs. Carcone seconds the motion, motion passes.

2. 2015-2016 Draft Budget Presentation

Mrs. Allen presented a copy of the draft budget to the board. All areas under the Sports Coordinator will be increased including revenue and expenses due to

additional programming. There will still be some more updates to this budget based on actual expenses for this fiscal year that are still being calculated.

Motion by Mr. St. Charles to set the public hearing for the 2015-2016 Fiscal Year Budget for the SLARA for the June 24th, 2015 meeting to be held at Green Oak Township.

2nd by Ms. Ladner, motion passes.

Adjournment at 2:55 pm

Next Meeting: Wednesday, June 24th 2015 @ 2:00pm

Location: Green Oak Township Offices
10001 Silver Lake Road
Brighton

Chair Signature

Secretary Signature

Approval Date