

Tuesday, January 14<sup>th</sup>, 2014  
City of South Lyon Offices  
355 South Warren, South Lyon  
2:00 pm

## 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*

### **Also Present**

*Amy L. Allen, SLARA Director  
Rod Cook, Interim City of South Lyon Manager*

### **Approval of the Agenda**

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

### **Approval of October 23rd, 2013 Meeting Minutes**

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

### **Approval of Bills –10/16/13 – 1/8/2014**

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

### **Correspondence**

*None at present time*

### **“Call to the Public”**

*No comments from the public*

**I)**

### **Old Business**

#### **1. Community Center Committee**

##### **a. Update**

*Mrs. Allen shared with the board that the next meeting is scheduled for Monday, January 20<sup>th</sup> at 7:00 pm at the Center for Active Adults. She will not be present but will get an update to share with the board. The committee will also be presenting information about the group tonight to Salem Township at 7:00 pm at the Township Hall. Mrs. Allen will be attending.*

#### **2. SLARA Office Updates**

- a. **Upcoming Events – Daddy/Daughter Dance (Feb. 7), Mom/Son Superhero Ball (March 14), Flashlight Egg Hunt & Egg Hunt in Pool (April 19)**
- b. **Working with Michigan Youth Flag Football starting Spring 2014 for all youth Flag Football programs.**

*Mrs. Allen shared with the board that the SLARA is partnering with Michigan Youth Flag Football to offer Flag Football this year. The SLARA has contacted over 5 references from communities around the area that partner with this organization and have had positive feedback. Participants will receive a reversible jersey, a flag set to keep and awards. This will hopefully improve the quality of the program. This also allows the Sports Supervisor more time to focus on new programs and improving our Youth Soccer program that runs the same seasons.*

**3. Salem Township Update**

*Mrs. Allen will be attending the Salem Township meeting tonight to answer questions about the process of joining SLARA and what that would mean to Salem residents. She will share an update at the next meeting.*

**4. Insured Funds Update**

*The SLARA auditors recommended that the SLARA create a new account and designate it as Capital Funds. This will ensure that more of our monies are covered under FDIC regulations. Their recommendation was to leave at least \$200,000 in the SLARA general account.*

*Based on the discussion the following motion was made:*

***Motion to task Mrs. Allen with contacting Comerica Bank to set up an additional account for the SLARA designated as Capital Funds. This account may be either a money market account or in the form of a CD with a rollover option. A total of \$100,052 shall be deposited into this account. Mrs. Allen shall collect signature cards and distribute to board members for signatures to open the account.***

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

**5. Member Updates**

*No updates at this time.*

**6. Master Plan RFP Update**

*Mrs. Allen submitted a RFP for approval to the board for the creation of a SLARA Recreation Master Plan. Mr. St. Charles and Ms. Carcone did not see any changes that needed to be made.*

*Based on the discussion the following motion was made:*

***Motion to task Mrs. Allen with sending out the SLARA Recreation Master Plan RFP as is to potential firms. The deadline for proposals is February 26<sup>th</sup>, 2014.***

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

**II) New Business****1. Candy Cane Hunt – Evaluation**

*Mrs. Allen shared with the board what a great event this program was. We had a fantastic turn out and Mrs. Szostak did a excellent job incorporating volunteers and other local businesses as sponsors for the event.*

**2. New Sponsor – Ameriprise Financial Services, \$1,000****3. ITC Holdings – Renewing Sponsorship for 2014 Calendar Year, \$1,000****4. Blue Cross – Renewing Sponsorship for 2014 Calendar Year, \$5,000*****Adjournment at 2:51 pm***

Next Meeting: Wednesday, February 26th, 2014 @ 2:00pm

Location: Lyon Township Offices

58000 Grand River Ave, Lyon Township

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Chair Signature

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Treasurer Signature

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Approval Date