

Wednesday, October 22nd, 2014  
Green Oak Township  
10001 Silver Lake Road

## MINUTES

**2:00 PM**

### Call to Order

*Mr. St. Charles called the meeting to order at 2:02 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*

### Approval of the Agenda

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

### Approval of September 24th, 2014 Meeting Minutes

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

### Approval of Bills – 9/17/14 thru 10/14/14

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

### Financial Report

- a. General Fund Balance – \$364,874.37
- b. Community Center Committee Fund Balance – \$19,901.00
- c. Capital Improvements Fund Balance - \$245,184.02

### Correspondence

*No correspondence at this time*

### “Call to the Public”

*No public was present*

I)

### **Old Business**

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

- a. Chamber of Commerce Business Expo – Oct. 25<sup>th</sup>
- b. Candy Cane Hunt – December 6<sup>th</sup>

**2. Community Center Meeting Updates**

*October meeting was cancelled by Mr. Kramer. He will be getting in touch with Mr. St. Charles and Mrs. Carcone to find out about moving forward with this committee.*

**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. Laptop Request**

*Mrs. Allen presented the board with a proposal for the purchase of a laptop for the SLARA office.*

***Motion by Mr. St. Charles to accept and approve the proposal for the SLARA to purchase a laptop thru MFM Networks for the price of \$969.00. This price includes 3 years of technical support.***

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

**2. Salary Range Survey Proposal**

*Mrs. Allen presented a proposal from Rahmberg Stover and Associates to complete a salary survey to create a salary range proposal for the SLARA based off of information from other departments of similar size. Mrs. Allen presented the two options; one being for comparisons based off of information collected from the MRPA (Michigan Recreation and Parks Association) from their annual salary surveys for \$1,000 or to create a new survey to send out to departments state-wide for a cost of \$4,500.*

*Mr. St. Charles inquired if these MRPA surveys were available to Mrs. Allen. Mrs. Allen confirmed they are. The board then asked Mrs. Allen to put together this information on her own to present to the board at a later date.*

**3. Program Sponsors**

- a. **South Lyon Orthodontics** - \$600 sponsorship for Special Events
- b. **All Star Driving** – \$300 sponsorship for Special Events

**4. Department Sponsors**

- a. **Renewal of Blue Cross/Blue Shield** – will be renewing their sponsorship for the 2014-2015 Calendar Year for \$5,000.

**5. AAU Volleyball**

*Mrs. Allen shared with the board that the SLARA is working with 2 new coaches this season to offer both a 9<sup>th</sup> Grade and 10<sup>th</sup>*

**6. January Meeting Date**

*Would like to move to either January 20<sup>th</sup> or 22<sup>nd</sup>. Mrs. Allen will contact Ms. Ladner to see what date works best for her and then will send out Date Change Notices to the board members.*

**7. School Facilities Meeting**

*Mrs. Allen will be meeting with the South Lyon Schools this week to talk about pool rentals. The schools want to ensure that the SLARA is following all policies set in place about group rentals. In turn the SLARA needs guidance on how to handle private pool reservations and Non-profit rentals.*

**Adjournment at 3:14 pm**

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

Location: City of South Lyon Offices, 335 South Warren

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Chair Signature

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Secretary Signature

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Approval Date