

Wednesday, September 26, 2012
Lyon Township Offices
58000 Grand River Ave, Lyon Township at 2:00 pm

MINUTES

2:00 PM

Call to Order

Patty called the meeting to order at 2:01 pm

Roll Call of the Board

*Mark St. Charles, Green Oak Charter Township – NOT PRESENT
David Murphy, City of South Lyon
Patty Carcone, Charter Township of Lyon*

Also Present

*Amy L. Allen, SLARA Director
John Pfeffer, Pfeffer, Hanniford, Palka Certified Public Accountants
Peter Albertins, Fabrizio & Brooks P.C.*

Approval of the Agenda

Motion to approve by Mr. Murphy, 2nd by Ms. Carcone, motion passes

Approval of August 22nd, 2012 Meeting Minutes

Motion to approve by Mr. Murphy, 2nd by Ms. Carcone, motion passes

Approval of Bills – 8/23/12 thru 9/19/12

Motion to approve by Mr. Murphy, 2nd by Ms. Carcone, motion passes

Correspondence

NONE

“Call to the Public”

No comments from the public

I)

Old Business

1. Community Center Committee

Mrs. Allen asked if she should be attending the CCC meetings. Board advised Mrs. Allen to let the committee know that she could be of help if needed and then wait to hear from them if her presence was requested.

2. Employee Handbook

Mr. Albertins went over some proposed changes to the employee handbook. It was also discussed that there should be a packet for volunteers and contract services companies with a copy of our policies for them to see. Mrs. Allen will be sending Peter a copy of the current Code of Conduct to look over. The municipalities offered to have their police departments do more thorough

back ground checks for employees in the future. Mrs. Allen will be getting a list of the current employees/volunteers so that these may be done. Moving forward all new employee/volunteer background checks will be done by one of the municipalities.

II) New Business

1. Audit – Pfeiffer * Hanniford * Palka Reoprt

Motion to accept the audit as presented by Mr. Murphy, 2nd by Ms. Carcone, motion passes

2. Community Contributions for next fiscal year

This item has been tabled until the next meeting.

3. Budget Amendments

This item has been tabled until the next meeting.

4. SLARA Staff Cell Phones

Mrs. Allen let the board know that she would be giving her current employee cell phone to Mr. Theunissen, the new sports coordinator. The board asked Mrs. Allen to prepare a phone contact list for the next board meeting so all board members have it.

5. SLARA Office Updates

Sports Coordinator – SLARA has hired Steven Theunissen as the new Sports Coordinator. He started on Monday, September 24th. Things are going well so far. He is spending a lot of time with Mrs. Szostak to be brought up to date with the current programs.

Building – Mrs. Allen asked the board about the possibility of painting the outside of the SLARA office building. Mrs. Carcone suggested that Mrs. Allen go to a local paint shop like Sherman Williams to see if they would donate paint. Mr. Murphy said he would send a South Lyon DPW employee to power wash the building and give Mrs. Allen dimensions to help determine how much paint would be needed to cover the building.

Parking Lot – Mrs. Allen asked the board if she could order an “Employee Parking Only” sign for the back lot and a post to put it up on. There are many people parking there and in different directions making it dangerous for people walking around to the front of the building. Mr. Murphy said that DPW would install the sign and post if Mrs. Allen ordered it.

Bilingual Fun – Mrs. Allen let the board know that SLARA has started a new youth Spanish enrichment class at Brummer and Hardy Elementary this fall. Class take place immediately preceding school and immediately following school. This is the first time we have offered anything like this. We have over 40 kids enrolled! It’s a real success!

KV Sports – Mrs. Allen and Mrs. Szostak went to meet with George from KV Sports. He is looking to lease the old fashion bug on Pontiac Trail in South

Lyon and open up a sports facility. He would like to house baseball batting cages, gym space and classroom space. SLARA discussed the possibility of utilizing some of that space in the future for programs.

Adjournment at 3:58 pm

Next Meeting: Wednesday, October 24 @ 2:00pm

Location: Green Oak Township Offices

10001 Silver Lake Road, Green Oak Township

Chair Signature

Secretary Signature

Approval Date