

Wednesday, July 27, 2011 Meeting Minutes

Green Oak Township
10001 Silver Lake Rd.
Brighton, MI. 48116
1:00 pm

AGENDA

1:00 PM

Call to Order

Patty Carcone called the meeting to order at 1:02 pm

Roll Call of the Board

*Patty Carcone, Charter Township of Lyon
David Murphy, City of South Lyon
Mark St. Charles, Green Oak Charter Township
Amy Allen, SLARA Director*

Approval of the Agenda

Motion to approve by Mr. St. Charles, 2nd by Mr. Murphy, motion passes

Approval of June 22nd, 2011 & June 29th, 2011 Meeting Minutes

*Motion to approve June 22 minutes by Mr. Murphy, 2nd by Mr. St. Charles,
motion passes*

*Motion to approve June 29 minutes by Mr. Murphy, 2nd by Mr. St. Charles,
motion passes*

Approval of Bills - 6/16/11 thru 7/20/11

Motion to approve by Mr. St. Charles, 2nd by Mr. Murphy, motion passes

Correspondence

None to report

“Call to the Public”

No one from the public was in attendance to speak

I) Old Business**1. Articles of Incorporation (discussion)**

It was decided to table this topic until further notice and remove from agenda

2. Bylaws

Patty will continue to look to see if she can find a copy. Table until further notice.

II) New Business**1. 2010-2011 Budget Final Numbers**

Going into 2010-11 we had a fund balance of \$34,829.37. Closing out the fiscal year we are left with \$6,197.57 in the fund balance. This is a pre-audit amount.

2. Mileage for SLARA Staff

Motion to reinstate the provision to reimburse mileage at the IRS standard rate to be retro active dating back to July 1st, 2011 for SLARA staff. Motion by Mr. St. Charles, 2nd by Mr. Murphy, motion passes.

3. Checking Account – adding Amy as a signer

Patty will look into adding Amy to the checking account as a signer. Amy will only sign checks in case of emergency or when other board members are not available.

Motion by Mr. Murphy to add Amy Allen (SLARA Director) to the SLARA checking account as a signer, 2nd by Mr. St. Charles, motion passes.

4. Popcorn Machine, possible sale

Board decided to allow SLARA office to recruit offers to purchase the popcorn machine with \$1,000 being the absolute lowest offer we would accept. Any offers would then be brought before the board for final approval. Until the machine is purchased the SLARA office will look into using the machine for special events and registration days.

5. Website/Registration System – Active Network

Amy Allen presented a comparison of RECPro fees and Active Networks fees. It was decided that Active Networks was too much of an expense. Amy was asked to continue to investigate other avenues for websites for marketing purposes with the intensions of keeping RECPro as a registration system.

6. Unemployment

Amy Allen presented the board with a bill from the State of Michigan for unemployment fees for the 2010 calendar year. This bill would actually contain fees from the 2009-2010 and 2010-2011 SLARA fiscal year. Amy was asked to contact John Pfeffer to check and see how this bill should be input into our system. Amy Allen asked that we add in Unemployment into the budget as a separate line item. This will be done in December when the budget will be amended.

Adjourned at 1:56 pm

Next Meeting August 24th, 2011 @ 2:00pm

South Lyon City Offices

335 South Warren, South Lyon MI 48178

Chair Signature

Secretary Signature

Approval Date