

Wednesday, January 23, 2019 @ 2:00pm
Location: SLARA Office
23333 Griswold, Suite 100
South Lyon, MI

MINUTES

2:00 PM

Call to Order

Mr. St. Charles called the meeting to order at 2:06 pm

Roll Call of the Board

*Mark St. Charles, Green Oak Township
Patricia Carcone, Lyon Township
Paul Zelenak, City of South Lyon*

Also Present

*Amy L. Allen, CPRP, SLARA Director
Matt Stanley, CYSA, SLARA Sports Manager*

Approval of the Agenda

Motion to approve the agenda by Ms. Carcone

Mr. Zelenak seconds the motion, motion passes

Approval of November 28, 2018 Meeting Minutes

Motion to approve the November 28, 2018 Meeting Minutes by Mr. Zelenak

Ms. Carcone seconds the motion, motion passes

Approval of Bills 11/16/18 – 1/10/19

Motion to approve the bills by Ms. Carcone

Mr. Zelenak seconds the motion, motion passes

Financial Report

- a. *Flagstar Primary Checking Account, 0.7% Interest Rate*
 - a. *Balance \$166,166.26*
- b. *Flagstar Capital Improvements Fund, 1.4% Interest Rate*
 - a. *Balance - \$213,567.13*
- c. *The State Bank, 180 Day CD, 2.55% Interest Rate*
 - a. *Maturity Date 5/28/19*
 - b. *Balance \$400,000.00*
- d. *The State Bank, 90 Day CD, 2.5% Interest Rate*
 - a. *Maturity Date 3/18/19*
 - b. *Balance \$257,805.71*

Correspondence

None

“Call to the Public”

None

I) Old Business**1. SLARA Office Updates****a. SLARA Staff Meeting Minutes**

Mrs. Allen gave the board an update on the Multipurpose Room Rentals. Since making the room available the SLARA has booked 10 rentals. A staff is being hired to supervise rentals in the near future. Things are going well with the room. Mrs. Hoskins has been doing a fantastic job with the SLARA social media and posts are getting a lot of engagement. She has been doing contests, creating eye catching graphics and engaging local businesses. This coming summer staff will be working on creating an emergency plan/abuse prevention policy to be proactive. This is an idea Mr. Stanley brought back from his national convention and is excited to see the SLARA initiate. The SLARA held a job fair on 1/5/19. Approximately 8-10 people attended and some staff was hired from this event. This is something the SLARA will look to do twice a year moving forward. The event was put together by Mrs. Hoskins and the programming staff. The annual Daddy/Daughter Dance is coming up on Saturday, Feb. 23rd. This year 2 time slots are being offered to open up the event to more participants. There will be a 3-5 pm dance and a 6:30 – 8:30 dance. Winter Youth Basketball has started and Mr. Stanley has done a great job with scheduling and creating teams. Staffing has been a struggle but hopefully this will be resolved before games begin on Saturday. Mrs. Allen also shared that the office has reworked their sponsorship packages to target specifically youth sports leagues and special programs like Summer Camp and Safety Town. Sponsors have overwhelmingly stated that the items they want most in exchange for sponsorships is logo rights on participant shirts. Instead of department sponsorships we are now focusing on program sponsorships. We may also be getting Blue Cross Blue Shield back on board with sponsorships this next fiscal year.

b. Long Term Planning Session

The SLARA staff will be meeting Wednesday, Feb. 13th from 8 am – noon to do a Long Term Planning retreat. Mrs. Allen has been in talks with Mr. Zelenak to facilitate this session. She will be asking the staff to come to the session with ideas about different strategic priorities. She will share progress with the board.

2. SLARA Technology Lease & Support Contract Update

Please see attached memo for details.

Motion to approve the purchase of IT equipment from MFM Network Solutions as presented at a cost of \$12,019 and to approve the one-time cost of installation/migration fees of \$1,850 to be purchase this fiscal year by Mr. Zelenak

Ms. Carcone seconds the motion, motion passes

II) New Business**1. NAYS Conference Wrap Up presented by Matt Stanley, SLARA Sports Manager**

Mr. Stanley presented his session evaluations to the board from the NAYS Conference he attended in November.

2. Drivers Education Bid Approval

Mrs. Allen presented the board with the bid for Drivers Education services received from All Star Driving.

Motion to approve the bid proposal by All Star Driver Education for programming beginning July 1, 2019 and ending June 30, 2020 as presented by Ms. Carcone

Mr. Zelenak seconds the motion, motion passes

3. Junior League Administration Partnership Proposal

Mrs. Allen filled the board in on a meeting between herself, Mr. Stanley and Junior League board members addressing a proposal for the SLARA to help Junior League with administrative work for their upcoming season. The Junior League is interested in possibly moving forward with SLARA helping with registration beginning Fall 2019. Mrs. Allen is currently working on a agreement for Spring 2019 for the SLARA to perform the Junior League background checks which would alleviate a lot of footwork for their current volunteers. Mrs. Allen will keep the board up to date with any progress on these discussions.

4. Action Sports & Community Center

Mrs. Allen and Mr. Stanley met with Scott Duncan to present an offer to help manage reservations in the Action Sports Complex when it officially opens. At this time Mr. Duncan wants to maintain reservations internally but that may change in the future. The SLARA will be submitting some requests to Mr. Duncan for facility usage for Summer and Fall programming and hopes to be able to utilize the space.

5. Board Member Comments

Ms. Carcone – On Monday there will be a proposal before the township about a project at the Erwins property. This has been a hot button issue in the township for some time. The fire department may be adding some full-time firefighters to the staff in the near future.

Mr. Zelenak – The City is looking to hire a new police chief and hopes to have someone in place soon. The holiday season was a huge success for the City and local businesses. Next year they are looking to expand the Cool Yule event and get even more participation.

Mr. St. Charles – Within the next 15-20 days the Township is looking to move the police into the new building! SELCRA is currently utilizing the lower portion of the Township Hall for an archery program. In September there is an event called the Great Lake to Lake Bike Ride and it will be coming thru Hamburg Township, Green Oak Township and Island Lake. They are looking to utilize some township properties for possible rest stops. Green Oak Days will be taking place this fall!

Adjournment at 3:19 pm

Next Meeting: Wednesday, February 27, 2019 @ 2:00pm

Location: SLARA Office
23333 Griswold, Suite 100
South Lyon, MI

Chair Signature

Secretary Signature

Approval Date