



Howell Area Parks & Recreation Authority

Bennett Recreation Center

Board Meeting Minutes

April 18, 2017

Call to Order Chairperson Sean Dunleavy called the meeting to order at 7:00 PM.

Attendance: Vice Chairperson Diana Lowe, Secretary Tammy Beal, Trustee Jean Graham

Absent: Treasurer Bob Ellis

Staff: Director Paul Rogers, Kyle Tokan, Debie Gregory, Gina Aguzzi, Jaime Plis, Lauren Rackov, Katie Aseltine, Katie Deatherage, Tim Church

Public: None

Approval of Agenda

Motion to approve the agenda as presented by Diana Lowe and supported by Jean Graham.

Motion carried 4-0.

Approval of Regular Minutes from February 20, 2017

Motion by Diana Lowe to approve the minutes from the February 20, 2017 regular meeting. Supported by Jean Graham. **Motion carried 4-0.**

Call to the Public

None Heard

Staff Comments

Debie Gregory stated that she has resigned and thanked HAPRA for the opportunity to work for them for the last 3 years. She requested that she be paid for the 2 weeks of vacation time that she has accrued but not used. Motion by Diana Lowe to pay Debie Gregory for the 80 hours of accrued but unused vacation time at her regular rate, supported by Tammy Beal. Roll call vote: Yes-Jean, Diana, Tammy, Sean; No: none. **Motion carried 4-0.**

Audit Ending December 2016

Auditor Tom Smith of Smith & Klaczkiwicz, PC gave HAPRA a good report but we still have to file a deficit report with the State because of the negative \$41,901. Motion by Tammy Beal to accept the 2016 audit report from Smith & Klaczkiwicz, PC, supported by Jean Graham. **Motion carried 4-0.**

Deficit Elimination Plan

Motion by Diana Lowe to accept Resolution #17-02 (Deficit Elimination Plan) and send it to the Michigan Department of Treasury, supported by Jean Graham. Roll call vote: Yes-Jean, Diana, Tammy, Sean; No-none.

Motion carried 4-0.

501©3 Foundation Name Change

Motion by Tammy Beal to accept Resolution #17-03 for the 501© 3 name of Howell Area Park and Recreation Authority to be changed to Howell Area Park and Recreation Foundation, supported by Diana Lowe. Roll call vote: Yes- Diana, Jean, Tammy, Sean; No-none. **Motion carried 4-0.**

Articles of Incorporation Changes

This is to clean up the language and set up how Howell Township should advance with membership fees. Howell Township Representative Jean Graham would like to take it back to her board for discussion, Director Rogers said that he would attend that meeting to explain the options. Other board members would like to discuss it with their boards also. Diana Lowe motioned to table this item until the next regular scheduled board meeting, supported by Tammy Beal. **Motion carried 4-0.**

Changes to 2017 By-Laws

Because of the discussion about the Articles of Incorporation this item should be tabled until the next meeting. Tammy Beal motioned to table this item until the next regular scheduled board meeting, supported by Jean Graham. **Motion carried 4-0.**

Check Register, Bank Statements, Financial Report

No comments but Director Rogers passed out a spread sheet noting that before 2014 there was just one fund. After 2014 there are individual funds for each program. He also wanted to show that the balance as of March 31, 2017 they are **NOT** in the red.

Directors Report

- Katie and Lauren hosted the Great Underwater Easter Egg Hunt. It was very successful with 180 people attending.
- Jaime Plis is in charge of youth sports- spring soccer starts this week they have new jerseys with a new logo. 440 have signed up.
- Katie Deatherage hosted the Marshmallow Drop, there were 552 registered, the Nature Center Bus was there, Genoa Fire Department and free pictures with the Easter Bunny. Parking became an issue when Three Fires School couldn't accommodate the parking so Bordine's were contacted and their parking lot worked out great with the shuttling.
- Tim Church explained the grant that was secured from Chem Trend, it is for \$157,000 and will be received over the next three years.
- Gina Aguzzi is in charge of the teen center and summer day camp. The teen center has had great attendance with Monday through Thursdays about 20 youth per day and Friday there was 80 youth there. Saturday there is an open house for Summer Day Camp, there are 6 children registered already.
- Kyle Tokan reported that the ball fields are not as wet as they were two weeks ago, Tennis starts next week and the ice rink attracted a mother duck which has laid 12eggs.
- Now that we have our 501©3 we can apply for more grants.

- Director Rogers is planning on meeting with the Howell Schools to find out what is happening with HAPRA and the school's relationship, why we keep getting bumped. Director would like to secure one school facility exclusively so that there would be security when planning programs.
- Rec Pro will hopefully be up and running by June 1st.
- Aquatic Center position was posted internally and externally and three resumes have been submitted so far.

Old Business

Director Rogers explained that he has paid off his grandchildren's day care expenses from the summer of 2015.

New Business

- Ocoola Representative, Sean Dunleavy, explained that they were working on more paving projects like walkways and are thinking about their next project, possibly a pavilion.

Next Meeting

The next regular scheduled meeting will be Tuesday, May 16th, 2017 -7:00 pm at Bennett Center.

Motion to adjourn at 7:47 p.m. by Diana Lowe, supported by Jean Graham. **Motion carried 4-0.**

Tammy L. Beal
Approved

5-30-2017
Date

Respectively Submitted by:
Tammy L. Beal, Secretary