

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners-Regular Meeting
January 7, 2016

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 7:00 p.m. by Vice Chairman Ostrander.

MEMBERS PRESENT: Dave Hunsaker, Cynthia Robinson, Trevor Van Dyke, Maria Ostrander

MEMBERS ABSENT: Doug Simon, & Steve Musselman

ALSO PRESENT: Chad Stevens – Executive Director, Crystal Smith - Program Coordinator

AGENDA Hunsaker moved, Robinson seconded, to approve the agenda dated January 7, 2016. Motion voted and carried.

MINUTES The December 29, 2015 minutes were tabled until the February meeting due to not having the required board members present.

FINANCIAL STATEMENT

- a. Hunsaker moved, Robinson seconded, to approve the November 2015 Revenue/Expense Reports as presented. Motion voted and carried.
- b. The November, 2015 bills were tabled until the February meeting due to not having sufficient documentation of a voided check.

STAFF REPORTS

Executive Director- Chad updated the board on the current status of the Winter Warm Up and on the future programming partnership with the DeWitt branch of the YMCA. Chad also informed the board of the renewal of Piazzano's Restaurant sponsorship for the 2016 year.

McClintock provided a written report updating the board on programs that are currently running and programs that are coming up.

Smith provided a written report updating the board on programs that are currently running and programs that are coming up.

UNFINISHED BUSINESS
None

NEW BUSINESS

a. Election of Officers

Hunsaker moved, Robinson seconded, to approve Doug Simon as Board Chairman for the year 2016. Motion voted and carried.

Hunsaker moved, Van Dyke seconded, to approve Maria Ostrander as Vice Chairman for the year 2016. Motion voted and carried.

Hunsaker moved, Robinson seconded to approve Executive Director Stevens to serve as Treasurer and Secretary for the year 2016. Motion voted and carried

b. 4th Quarter Facility Report

Hunsaker moved, Robinson seconded, to approve and place on file the 2015 4th Quarter Facility Use Summary as presented. Motion voted and carried.

c. Organizational and Personal Goals

Stevens presented organizational goals that pertained to improving program evaluations, program development based on customer feedback, and staff development.

Stevens also presented his personal goals for 2016 which included improving his organizational goals, finding and intern for the summer of 2016, commitment to staff development, and finding other sources of revenue.

Hunsaker moved, Robinson seconded, to approve the 2016 DARA Organizational Goals as presented and authorize staff to begin working on them. Motion voted and carried.

d. Contract Negotiations

Van Dyke moved, Robinson seconded, to approve increasing the Executive Director's salary by 2% for the year 2016 as presented. Motion voted and carried.

PUBLIC COMMENT – None

BOARD MEMBER COMMENT- Robinson complimented Stevens on his presence in the community at the DeWitt Christmas Market and his ability to build relationships with his customers.

Ostrander complimented Smith on her impressive fundraising work in her short time as Program Coordinator.

ADJOURNMENT Robinson moved, Van Dyke seconded, to adjourn at 7:32 p.m. Motion voted and carried

Submitted by: Chad Stevens – Executive Director