

**DEWITT AREA RECREATION AUTHORITY**  
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117  
Board of Commissioners-Regular Meeting  
January 2, 2024

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:01 p.m. by Chair Simon.

**MEMBERS PRESENT:** Dave Hunsaker (City of DeWitt), Sandy Stump (DeWitt Twp.), Stella Gallagher (City of DeWitt), Doug Simon (DeWitt Twp.), & Cynthia Robinson (DeWitt Twp.)

**MEMBERS ABSENT:** Mark Dickens (City of DeWitt),

**AGENDA** Hunsaker moved, Robinson seconded, to approve the agenda dated January 2, 2024. Motion voted and carried.

**MINUTES** Hunsaker moved, Robinson seconded, to approve the December 19, 2023, minutes, as presented. Motion voted and carried.

**FINANCIAL STATEMENT** a. Robinson moved, Stump seconded, to approve the November 2023 financials as presented. Motion voted and carried.

b. November 2023 bills were reviewed and placed on file.

**STAFF REPORTS** Executive Director- Stevens updated the Board on the status of the Program Coordinator search, and the progress of working with HRM Services to update the Personnel Policy and Job Descriptions.

Coordinator- Sierra Dove did not provided a coordinator report.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

**UNFINISHED BUSINESS** Stump moved, Robinson seconded, to approve the Executive Director Annual Review and to increase Stevens' salary by five per cent. Motion voted and carried.

**NEW BUSINESS**

Hunsaker moved, Stump seconded, to approve the 2024 Budget Adjustment for consulting up to \$5000. Motion voted and carried.

Hunsaker suggested working on the edits to HRM Services policy updates. Hunsaker will obtain a copy of the City of DeWitt's policy manual and Stump will obtain DeWitt Township's for comparison.

**PUBLIC COMMENT**

None

**BOARD MEMBER COMMENT**

Hunsaker recommended a lighting/electrical upgrade in Activity Room #2 so the lighting doesn't turn off during the meetings.

Simon requested that election of officers be an agenda item on the February agenda.

**ADJOURNMENT**

Hunsaker moved, Robinson seconded, to adjourn at 7:00 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director