

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
January 7, 2025

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.), Mark Dickens (City of DeWitt)

MEMBERS ABSENT: None

AGENDA Hunsaker moved, Robinson seconded, to approve the agenda dated January 7, 2025. Motion voted and carried.

MINUTES Hunsaker moved, Robinson seconded, to approve December 3, 2024 minutes with clerical corrections. Motion voted and carried.

FINANCIAL STATEMENT

a. Dickens moved, Robinson seconded, to approve the November 2024 financials as presented. Motion voted and carried.

b. November 2024 bills were reviewed and placed on file.

STAFF REPORTS Executive Director- Stevens updated the Board on the status of interviews for the vacant Program Coordinator-Special Populations position.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Bouwens provided a detailed coordinator report.

UNFINISHED BUSINESS None

NEW BUSINESS

a. Hunsaker moved, Robinson seconded, to approve the Professional Services Agreement as presented. Motion voted and carried.

b. Hunsaker moved, Dickens seconded, to approve the election results for the DARA Board of Commissioners positions: Simon (Chair), Robinson (Vice-chair), Stevens (Secretary/Treasurer). Motion voted and carried.

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Dickens offered to set up a meeting with the DeWitt Wellness Center to talk about future partnerships. Gallagher stated that the City of DeWitt Holiday Party was very nice and encouraged DARA Board members and staff to attend. Hunsaker appreciated the efforts by the Township on the current changes along the southern tier of BR 27, and informed the Board about the happenings surrounding the Holiday Light Parade.

Stump estimated that the new fire station would be complete by June of 2025. The posting for the Township Manager position has closed and will go to committee to determine next steps.

Robinson also enjoyed the City of DeWitt Holiday Party. She and Mark Dickens offered to connect DARA staff with the DeWitt Golf Center staff to discuss possible future golf lessons.

ADJOURNMENT

Hunsaker moved, Robinson seconded, to adjourn at 6:34 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
February 4, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:00 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.)

MEMBERS ABSENT: Cynthia Robinson (DeWitt Twp.), & Mark Dickens (City of DeWitt)

AGENDA Hunsaker moved, Stumps seconded, to approve the agenda dated February 4, 2025. Motion voted and carried.

MINUTES Hunsaker moved, Stump seconded, to approve January 7, 2025 minutes with clerical corrections. Motion voted and carried.

FINANCIAL STATEMENT a. Stump moved, Gallagher seconded, to approve the December 2024 financials as presented. Motion voted and carried.

b. December 2024 bills were reviewed and placed on file.

STAFF REPORTS Executive Director- Stevens updated the Board on the new hiring of Ilah Coe to the position of Program Coordinator for Special Populations. He also spoke about current and upcoming sponsorship opportunities, a new fitness class, and a public policy update from mParks.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Bouwens provided a detailed coordinator report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Hunsaker is happy with the work DARA staff have been doing with Community Mental Health. He would also like to see a daytime coffee program with speakers for seniors.

Gallagher gave an update on the DeWitt Ox Roast celebration, stating that 84 vendors have been secured and DARA could get a booth. She would like to see DARA at the event with inflatables again.

Stump shared a letter from mParks Executive Director, Nichole Fisher, thanking Stevens for his work on public policy. She also informed the Board that the Township Treasurer's Department and DARA are currently preparing for the 2024 audit, and that the Township is conducting interviews for the vacant manager position.

Simon appreciated the staff reports and commended Plaughner on a particularly good one.

ADJOURNMENT

Hunsaker moved, Stump seconded, to adjourn at 6:36 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
March 11, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:07 p.m. by Chair Simon.

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

MEMBERS ABSENT: Mark Dickens (City of DeWitt)

AGENDA Robinson moved, Hunsaker seconded, to approve the agenda dated March 11, 2025. Motion voted and carried.

MINUTES Gallagher moved, Robinson seconded, to approve February 4, 2025 minutes as presented. Motion voted and carried.

FINANCIAL STATEMENT

a. Robinson moved, Stump seconded, to approve the January 2025 financials as presented. Motion voted and carried.

b. January 2024 bills were reviewed and placed on file.

STAFF REPORTS

Executive Director- Stevens updated the Board on status of the Winter Warm-up program, a mParks Conferecen recap, the new events and happenings screen. He also introduced the new Program Coordinator for Special Populations, Ilah Coe.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Bouwens provided a detailed coordinator report.

Coordinator Coe provided a detailed coordinator report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Hunsaker expressed he would like to see a senior coffee program. Robinson welcomed the whole DARA staff and commended them on a job well done. Stump concurred and gave an update on the DARA financial audit. She also noted that the new Township Manager would begin work on Monday. Simon recommended moving the April Board of Commissioner Meeting to April 8. The Board agreed.

ADJOURNMENT

Stump moved, Robinson seconded, to adjourn at 6:45 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
April 8, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:00 p.m. by Chair Simon.

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

MEMBERS ABSENT: None

AGENDA Stump moved, Dickens seconded, to approve the agenda dated April 8, 2025. Motion voted and carried.

MINUTES Stump moved, Robinson seconded, to approve March 11, 2025 minutes as amended to reflect the correct date of March 11th. Motion voted and carried.

FINANCIAL STATEMENT a. Robinson moved, Hunsaker seconded, to approve the February 2025 financials as presented. Motion voted and carried.

b. February 2025 bills were reviewed and placed on file.

STAFF REPORTS Executive Director- Stevens updated the Board on his working with HRM Services to update the handbook to reflect changes regarding ESTA. He also informed the Board about the resignation of Paige Bouwens and his efforts to post the open position. The Miracle League of Mid-Michigan will be receiving a \$1,000 sponsorship. He met the new Manager of DeWitt Township and stated that more participants are using the scholarship fund.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Bouwens provided a detailed coordinator report.

Coordinator Coe provided a detailed coordinator report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Stump thanked Bouwens for her efforts.

ADJOURNMENT

Stump moved, Hunsaker seconded, to adjourn at 6:26 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
May 6, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:00 p.m. by Chair Simon.

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

MEMBERS ABSENT: Mark Dickens (City of DeWitt)

AGENDA Hunsaker moved, Robinson seconded, to approve the agenda dated May 6, 2025. Motion voted and carried.

MINUTES Robinson moved, Hunsaker seconded, to approve April 8, 2025, minutes as presented. Motion voted and carried.

FINANCIAL STATEMENT a. Robinson moved, Hunsaker seconded, to approve the March 2025 financials as presented. Motion voted and carried.

b. March 2025 bills were reviewed and placed on file.

STAFF REPORTS Executive Director- Stevens updated the Board on the completion of the 2024 Financial Audit, on the hiring of Morgan Gerhardt for the open coordinator position, Miracle League of Mid-Michigan events, and the retirement of photographers Mike and Carol Ashley.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Coe provided a detailed coordinator report.

UNFINISHED BUSINESS None

NEW BUSINESS

None

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Stump thanked the Ashley's for their work. Robinson suggested that the Board pitch in for a retirement gift and suggested a potential new photographer. Simon suggested the possibility of official resolutions for the Ashley's at a DARA, City and Township meetings.

ADJOURNMENT

Robinson moved, Stump seconded, to adjourn at 6:38 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
June 6, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:00 p.m. by Chair Simon.

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

MEMBERS ABSENT: Doug Simon (DeWitt Twp.)

AGENDA Hunsaker moved, Dickens seconded, to approve the agenda dated June May 6, 2025. Motion voted and carried.

2024 FINANCIAL AUDIT Hunsaker moved, Stump seconded, to approve 2024 Financial Audit as presented. Motion voted and carried.

MINUTES Hunsaker moved, Dickens seconded, to approve May 6, 2025, minutes as presented. Motion voted and carried.

FINANCIAL STATEMENT a. Hunsaker moved, Dickens seconded, to approve the April 2025 financials as presented. Motion voted and carried.

b. April 2025 bills were reviewed and placed on file.

STAFF REPORTS Executive Director- Stevens updated the Board on the hiring of Morgan Gerhardt for Children's Program Coordinator, DARA's loaning of the inflatable to the DeWitt District Library, the addition of an intern for the summer, Miracle League of Mid-MI happenings, and changes with the Stress Busters program.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Coe provided a detailed coordinator report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Hunsaker moved, Dickens seconded, to approve the edits to the DARA Employee Handbook. Motion voted and carried.

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Stump thanked Ailie Weaver and Maner Costerisan for their efforts on the audit. Robinson informed the Board that she may not be available for the July meeting.

ADJOURNMENT

Dickens moved, Gallagher seconded, to adjourn at 6:41 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
July 1, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:00 p.m. by Chair Simon.

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

MEMBERS ABSENT: None

AGENDA Robinson moved, Stump seconded, to approve the agenda dated July 1, 2025 as amend with the removal of item IV. Motion voted and carried.

MINUTES Gallagher moved, Robinson seconded, to approve June 3, 2025, minutes as presented. Motion voted and carried.

FINANCIAL STATEMENT

a. Robinson moved, Dickens seconded, to approve the May 2025 financials as presented. Motion voted and carried.

b. May 2025 bills were reviewed and placed on file.

STAFF REPORTS Executive Director- Stevens updated the Board on the status of DARA Summer Fun Club and how the new employees are doing.

Coordinator- Isaiah Plaughter provided a detailed coordinator report.

Coordinator Coe provided a detailed coordinator report.

Coordinator Gerhardt a detailed coordinator report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Stump moved, Hunsaker seconded, to approve the 2026 DARA Financial Budget with the addition of \$1,600 to the Interest revenue line, and addition of \$1,600 from the Miscellaneous/Bank Fees line. Motion voted and carried.

Stump moved, Hunsaker seconded, to approve the edits to the DARA Credit Card Policy for a limit of \$11,000. Motion voted and carried.

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Stump informed the Board of a new mural near the entrance of the Valley Farms Community Center, and updates on the new fire station.

ADJOURNMENT

Dickens moved, Gallagher seconded, to adjourn at 6:45 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners Regular Meeting
August 5, 2025

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 6:00 p.m. by Chair Simon.

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

MEMBERS ABSENT: Sandy Stump (DeWitt Twp.) & Mark Dickens (City of DeWitt)

AGENDA Hunsaker moved, Robinson seconded, to approve the agenda dated August 5, 2025 as presented. Motion voted and carried.

MINUTES Hunsaker moved, Robinson seconded, to approve July 1, 2025, minutes as presented. Motion voted and carried.

FINANCIAL STATEMENT

a. Hunsaker moved, Gallagher seconded, to approve the June 2025 financials as presented. Motion voted and carried.

b. June 2025 bills were reviewed and placed on file.

STAFF REPORTS

Executive Director- Stevens updated the Board on the status of DARA youth basketball games and practice locations, his upcoming attendance of the Michigan Natural Resources Trust Fund Board Meeting and the mParks Board Retreat, and Ilah's inquiry on therapeutic recreation certification.

Coordinator- Isaiah Plaugher provided a detailed coordinator report.

Coordinator Coe provided a detailed coordinator report.

Coordinator Gerhardt a detailed coordinator report.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Cale Weinzwig, DARA intern, gave a synopsis of his internship experience.

BOARD MEMBER COMMENT

Hunsaker gave an update on the Ox Roast celebration and commended Gallagher and DARA on their help. Gallagher gave an update on the Art Festival. Robison suggested alternate locations for basketball practices.

ADJOURNMENT

Hunsaker moved, Robinson seconded, to adjourn at 6:32 p.m. Motion voted and carried.

Submitted by: Chad Stevens – Executive Director