

DEWITT AREA RECREATION AUTHORITY
16101 Brook Rd., Lansing, MI 48906 (517) 482-5117
Board of Commissioners-Regular Meeting
February 1, 2018

The Board of Commissioner's meeting of the DeWitt Area Recreation Authority was called to order at 7:01 p.m. by Chairman Simon.

- MEMBERS PRESENT:** John McCarty, Matthew Cooper, David Hunsaker, Doug Simon, Cynthia Robinson
- MEMBERS ABSENT:** Steve Musselman
- AGENDA** McCarty moved, Cooper seconded, to approve the agenda dated February 1, 2018. Motion voted and carried.
- MINUTES** Hunsaker moved, McCarty seconded, to approve the minutes dated January 10, 2018. Motion voted and carried.
- GUEST SPEAKER** Miracle League of Mid-Michigan (MLMM) president, Tom Lewis, spoke to the DARA Board of Commissioners about the history of the MLMM, and to the benefits of the Authority assuming the MLMM. The Authority will manage its complete operations. The MLMM board would no longer exist as a 501c3, and would act only as an advisory board to the Authority. The Authority would assume all financial assets for operations and capital improvements.
- CORRESPONDENCE** Ailie Weaver of SK&T, PC informed Stevens that their firm will be conducting the financial audit of the Authority on the dates of March 19 & 20, 2018.
- FINANCIAL STATEMENT**
- a. McCarty moved, Hunsaker seconded, to approve the Revenue/Expense Report for December 2017. Motion voted and carried.
 - b. Hunsaker moved, Robinson seconded, to approve the December 2017 bills as presented. Motion voted and carried.
- STAFF REPORTS** Executive Director- Stevens updated the Board of Commissioners that the migration to the cloud-based version of Recpro was complete and operating at the

DARA office, the DeWitt City Hall, and the DeWitt Township Hall.

He reported that a partnership with the DeWitt District Library has resulted in a Tai Chi class being held at the Valley Farms Community Center. The class is comprised of older adults and is held at a time during the day that the community center has not traditionally been programmed. He also informed the Board of the continued partnership with Blue Cross Blue Shield and Playmakers for the Winter Warm-up 5K training. This program has 61 participants of all ages.

Stevens also reminded the board of the dates of the mParks Annual Conference and Trade Show.

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

a. Miracle League of Mid-Michigan Contract

Stevens presented a draft contract between the Authority and the Miracle League of Mid-MI. The Board requested that Stevens have the City of DeWitt Attorney review the contract to clear up any ambiguity of the financial responsibilities of the Authority, MLMM and DeWitt Township. After the review and editing, Stevens will present the revised contract at the following DARA Board of Commissioners meeting.

NEW BUSINESS

a. 4th Quarter Facility Use Report

McCarty moved, Robinson seconded, to approve and place on file the 4th Quarter Facility Use Report. Motion voted and carried.

b. Inflatable Rental

Stevens informed the Board that the Authority had been contacted by the DeWitt High School Student Council in hopes that they could rent the inflatable obstacle course from DARA. When Stevens approached the Board about purchasing an inflatable,

the Board thought it prudent that the DARA staff gain a year's worth of experience in operations before making it available for rent. The Board is now comfortable with rental of the inflatable, so long as the Authority creates a plan that will encompass staffing, maintenance and liability concerns. Stevens will provide a policy when ready.

PUBLIC COMMENT

None

BOARD MEMBER COMMENT

Cooper stated that the proposed partnership with the Miracle League of Mid-MI was a good idea. McCarty agreed, and stated that he would not be able to attend the March 1 meeting. Hunsaker stated that he thought the partnership meets the Authority's mission and goals. He also informed the Board of the discussions that the City administrators are in with the architects of the proposed new city hall, especially regarding a community room that the Authority would program.

ADJOURNMENT

Cooper moved, McCarty seconded, to adjourn at 8:16 p.m. Motion voted and carried

Submitted by: Chad Stevens – Executive Director