

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Special Board Meeting Minutes--Draft August 26, 2015

**Call to Order** Chairperson Smith called meeting to order at 7:01 PM.

Attendance: Chairman Todd Smith, Vice Chairperson Dunleavy, Secretary Tammy Beal, Treasurer Robert Ellis

Absent: Board Member Rick Terres

Staff: Director Paul Rogers, Beth Schrader, Carole Enger, Jeff Dunham, Tim Church, Ann Marie Moran, Melissa Ferrara, Kyle Tokan, Eric Kraus, Amelia Purdy, Chris Techentin, Emma Atkins, Debie Gregory, Lauren Rackov, Nancy Lavey, Deanna Keranen, Jaimie Geeraerts, Sharon Tolentino, Beth Shopshire, Russell Driver, Larry Thompson, and Jen Savage

Special Guests: John Gormley, HAPRA Attorney and Barbara Hoffmann, Paychex Human Resources Consultant

Others Present: Susan Westenport, Polly Austin, Elsie McCasey, Margaret Ream, Katie Aseltine, Anne Brockway, John Duken, Esther Brown, Duane Brown, Sarah Moran, Ted Cain, Mary Trittschler, Larry Emery, Bea Emery, Tony Montisanti, Jodi Howard, Nick Peruski, Bryon Rogers, James Murray, Sue Murray, Denise Smith, Linda Luce, Phyllis Nueree, Jen Church, Judy Burgess, Joyce Ruther, John Church, Greg Clum, Becky Wilson, Tom Austin, Zoe Rogers, Kathleen Murray, Michele Nicholetti, Jennifer Quint, Susan Merry, Ethan Acromite, Adam Targanski, Tom Richardson, Michelle Tokan, Kirk Tokan, Kieth Huff, Barbara Hoffmann, Sheila Warren, John Tripi, Mike Arens, Donovan Mattson, Arnie Rubin, Sarah Rowe, Kathleen Zaenger, Phyllis Brooks, Pam Daniels, Rick Schrader, Kevin Shopshire, Mary Church, Steve Manor, Jeff Enger, Catherine Skidmore, Kathleen Miller, Keith Gregory

**Pledge of Allegiance**

**Approval of Agenda:** Motion to approve the agenda with moving the Call to Public ahead of the Authority Review of employees was made by Secretary Beal and not supported. Motion to approve the agenda as presented was made by Treasurer Ellis and supported by Vice Chair Dunleavy. Motion carried 3-1.

**Authority Board Review of Paul Rogers:** Paul Rogers was asked by Chairman Smith if he wished to have the review in closed session. Director Rogers accepted the Closed Session. Motion to move to closed session for the purpose of personnel review. Roll call vote: Dunleavy-yes, Beal-yes, Ellis-yes, Smith-yes. At 7:04PM, the Board moved to closed session.

Board returned from closed session at 8:58PM.

Treasurer Ellis moved and Vice Chair Dunleavy supported a 6 point motion:

* The Board place a written warning in the personnel file of Paul Rogers regarding his recent conduct toward the employees of HAPRA
* That Paul Rogers or his family pays the full amount of the Day Camp for 2015 without discount within 30 days.
* All letters received on this issue shall be placed in Paul Rogers’ personnel file.
* There shall be a comprehensive review of Paul Rogers performance in January 2016.
* The Board shall adopt a Director Action Plan at the Board Meeting September 15, 2015.
* The Board shall consider proposals from management consultants for services at its meeting on September 15, 2015.

Motion carried 4-0.

**Authority Board Reviews of Beth Schrader, Tracey Pasfield, and Carole Enger:** All 3 employees opted to remain in open session with Tracey Pasfield communicating via Facetime from out of state. Motion to remove the written reprimand from each of the employees’ personnel files was made by Vice Chair Dunleavy and supported by Secretary Beal. Motion carried 4-0.

**Call to the Public:**

Chairperson Smith opened the call to the public with a statement that the Board would respond to each letter to address the issues and concerns presented.

* John Tripi: Asked for clarification that Paul Rogers will be with Parks and Recreation until January and wondered if the organization will be in any better position in January.
* Jeff Enger: Spoke of the mounting budget deficit and the lack of employee confidence under the leadership of Director Rogers
* Rick Schrader: Addressed the Board regarding the safety of the work environment for the employees and that the community is concerned about the state of the Authority.
* Sarah Rowe: Addressed the Board as a former employee who was too scared to come forward before to discuss the poor leadership. She asked the Board for the sake of the Parks and Recreation Authority and its employees to take a look at what’s going on and please reconsider their actions

**Adjournment:** Motion was made by Treasurer Ellis and supported by Vice Chair Dunleavy to adjourn at 9:07PM Motion carried 4-0.

**Next Meeting:** September 15, 2015 at 7PM at Bennett Recreation Center

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 Approved Date

Respectively Submitted by: Jennifer Savage, Staff