

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Board Meeting Minutes March 20, 2018

**Call to Order** Chairperson Sean Dunleavy called the meeting to order at 7:00 PM.

Attendance: Chairman Sean Dunleavy, Vice Chairperson Diana Lowe, Treasurer Bob Ellis, Alternate Greg Durbin, Trustee Jean Graham

Absent: Tammy Beal

Staff: Director Tim Church, David Hill and Chris Techentin

Public: None

**Pledge of Allegiance**

**Approval of Agenda**

Motion by Bob Ellis to approve the agenda, supported by Diana Lowe. **Motion carried 5-0.**

**Approval of Regular Board Meeting minutes from January 16, 2018**

Motion by Bob Ellis to approve the minutes from the January 16, 2018 Regular Meeting, supported by Diana Lowe. **Motion carried 5-0.**

**Approval of the Regular Meeting minutes from February 20, 2018**

Motion by Bob Ellis to approve the minutes from the February 20, 2018 Regular Meeting , supported by Jean Graham. **Motion carried 5-0.**

**Call to the Public**

None heard

**Staff Comments**

None heard.

**Bennett Lease Agreement**

Director Church explained our current lease with the City of Howell will be up for renewal in June of 2018. To renew our Bingo Hall license we needed to bring renew our building lease agreement early with the City. The only changes in the agreement were the removal of the Barnard Community Center and Community Theater of Howell as a sub-lease of the Barnard Community Center.

Chairperson Sean Dunleavy welcomed Marion Township Alternate Greg Durbin to the meeting in Tammy Beal’s absence.

Motion by Bob Ellis to approve the 2018-2023 Bennett Lease Agreement, seconded by Jean Graham. **Motion carried 5-0.**

**Transfer of HAPRA FNBH funds**

Director Church stated the HAPRA savings account has is a standard savings account with an interest rate of .02%. The transfer to a Money Market would give our savings account an interest rate of .15%, which is equal to our current FNBH checking account. Motion by Diana Lowe to approve the transfer of HAPRA FNBH savings account to money market account, supported by Bob Ellis. **Motion carried 5-0.**

**Check Register and Bank Statements ending February 28, 2018**

Treasurer Bob Ellis reported that everything looked good.

**Bank Statements Ending February 28, 2018**

Treasurer Bob Ellis reported that everything looked good.

**Financial Report ending February 28, 2018**

Treasurer Ellis stated that the total budget was $20,000 more than the end of January. Director Church explained that the Revenue/Expense Report did not exist at the time of the Financial Report.

Treasurer Ellis inquired about the Oceola line item. Director Church stated that because of the heavy snowfall, we exhausted the budget in two weeks.

Treasurer Ellis stated that the projections and expenses look good.

**Directors Report**

a.) 452 registrants for soccer. Staff has found phenomenal coaches. The Underwater Egg Hunt was a roaring success which was broken into two sessions.

b.) Update on Retreat. Receiving feedback from Staff.

c.) Youth Services Manager interviews were conducted and Kevin Troshak was appointed. He will attend the Staff Retreat and his starting date is April 2, 2018.

d.) Attorney John Gorman will review our documentation regarding the Foundation’s 501c3. Further information will be on the April 17, 2018 agenda.

**Old Business**

None

**New Business**

None

**Next Meeting**

The next regular meeting is Tuesday, April 17, 2018 at Bennett Center. Sean Dunleavy will be absent.

**Adjournment**

Motion to adjourn at 7:28 p.m. by Bob Ellis, supported by Jean Graham. **Motion carried 5-0.**

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 Approved Date

Respectively Submitted by: Diana Lowe, Vice-Chair