

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Special Board Meeting Minutes October 30, 2017

**Call to Order** Chairman Sean Dunleavy called meeting to order at 5:00 PM.

Attendance: Chairman Sean Dunleavy, Secretary Tammy Beal, Nick Proctor (Howell City Alternate), Jean Graham, Diana Lowe

Absent: Bob Ellis

Staff: Director Paul Rogers, Kyle Tokan, Jen Savage, Jaimie Geeraerts, Gina Aguzzi, Jaime Plis, Ann-Marie Moran, Melissa Ferrara, Nicole Kamienski, Chris Techentin

Applicants: Amelia Purdy-Ketchum, Timothy Church

Public: None

**Pledge of Allegiance**

**Interviews for the Executive Director Position**

Finalists Amelia Purdy-Ketchum and Timothy Church were both present. They were both asked the same questions then alternated back and forth as to who answered first. Amelia was asked the first question then Timothy. The next question was presented to Timothy first then Amelia. Both applicants were knowledgeable about the position and conducted themselves very professional.

After the preformed questions were asked Chairman Sean Dunleavy asked if anyone on the board had any questions. Nick Proctor asked the applicants what their management style was and about promoting diversity to the Parks and Recreation. Both applicants answered that they took a hands on approach to managing staff and that they are encourage diversity and related programs.

Tim Church thanked the board for allowing him to interview for the Executive Director position and stated that Howell Parks and Recreation is moving in a positive direction.

Amelia Purdy-Ketchum also thanked the board for the interview opportunity for Executive Director and agreed that Howell Parks and Recreation is a great organization.

Motion by Diana Lowe at 6:15 pm to take a 10 minute recess and to return to the meeting at 6:25 pm, Nick Proctor supported. **Motion carried 5-0.**

Motion by Nick Proctor at 6:25 pm to come off of recess and back into session, supported by Diana Lowe. **Motion carried 5-0.**

Chairman Sean Dunleavy thanked the candidates for interviewing and said that it is a tough decision, he asked if there were any comments from the board members. Nick Proctor stated that both candidates are great. He stated that Tim Church has worked at Howell Parks and Recreation for several years but Amelia worked here and left to get different perspective from another community. He stated that in his opinion the scale was slightly tipped in Tim’s direction. Diana Lowe motioned to hire Timothy Church for the position of Executive Director of Howell Park and Recreation contingent upon an acceptable employment agreement, supported by Tammy Beal. Roll call vote- Jean Graham, Nick Proctor, Diana Lowe, Tammy Beal, Sean Dunleavy-all yes. **Motion carried 5-0.**

Motion by Nick Proctor to have Chairman Sean Dunleavy meet with Council John Gormley to draft an acceptable contract between HAPRA and Tim Church, supported by Jean Graham. **Motion carried 5-0.**

Citizen comment: None heard

Motion to adjourn by Nick Proctor 6:32 pm, supported by Diana Lowe. **Motion carried 5-0.**

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 Approved Date

Respectively Submitted by:

Tammy L. Beal, Secretary