

**Sparta Recreational Authority
Kent County, Michigan
Meeting Minutes prepared by GP
September 06, 2018 at 7:00 PM
Sparta Township Office 160 E. Division**

1. **Call to Order 7:00 PM**
2. **Pledge of Allegiance**
3. **Roll Call** Present were Guerra, Maier, Peak, Shangle, Steffens, VanPatten, Whalen
4. **Additions or Corrections to the Business & Consent Agenda**
Consent Agenda
 - A. Approve SRA Meeting minutes of June 07, 2018 Motion by Steffens 2nd Shangle
5. **Approval of Consent Agenda and Business Agenda**
Addition was made by Chairman Whalen - discussion of board member modification to reduce members
6. **Public Comment**
Dale Bergman commented that a revision of bylaws would need to be sent to state if changes were made to bylaws
7. **Public Hearing**
None
8. **Unfinished Business**
 - A. Grant Updates; A meeting to be held with Viridis – Driscon to advance grant approval process. Let the minutes reflect that SRA will not enter into any contracts without the necessary funds to pay the bills.
 - B. Concession Stand update ; Electrical schematic to be produced Monday September 10th. Plumbing is installed Electrical- mechanical in Kind by Armock.
 - C. Construction Team was directed to buy windows and doors - **do not wait any longer**
9. **New Business**
 - A. Audit moving forward
 - B. Discussion of reducing number of board members took place. It was mentioned that there are people that are interested in serving on the board. SARA and Village spots vacant. SARA to appoint another member.
10. **Committee Reports**
 - Construction committee (Steffens, Maier, Guerra)
Meeting to be held Wednesday September 12th 7:00 am
 - Finance committee (Whalen, Shangle) report submitted and shared by Shangle
 - Fundraising committee (Peak, Steffens, Guerra) Letter was received from Jim Clay and DDA assisted in writing a response approved to be sent. Also approved for release to communication committee for publication
 - Communication (Gordon, VanPatten) - Betty will release update letter to our community
 - Operations committee (Peak, Guerra) Not much until park is closer to opening. Will is interested at some level.
11. **Communications**
 - A. Donor Update Letter Betty to send letter
12. **Public Comment** Question was asked about Leroy Kleing digging tie ins to concession stand
13. **Adjournment 8:13 pm**