

**GLEN ARBOR TOWNSHIP PARK and RECREATION BOARD**

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**Minutes of the Meeting, January 05, 2022**

Rick Shanahals, chairperson; Ron Calsbeek, secretary; John McIlvried; Kim Volk; Pam Laureto, township representative.

In the absence of chairperson R. Schanhals, the meeting was called to order by R. Calsbeek.

Roll Call - present: John McIlvried, Kim Volk and township representative, Pam Laureto.

The Pledge of Allegiance was recited.

The agenda was approved as printed.

**Welcome** - Calsbeek welcomed administrators from The Leelanau School. Representing the school were Rob Hansen, Head of School, Rob Dymond, Facilities Manager; Ginny Singleton, Chief Financial Officer.

**Public Comment** - Rob Hansen thanked the board for the work it does to promote the good working relationship the school and park board enjoy.

**Old Business:** After welcoming and introducing school representatives to the new members of the park board, Calsbeek invited the school officials to comment on the status of the working relationship between the two entities. Hansen discussed the school's need to always know who is on campus. He emphasized that theirs is a twenty-four hour operation with both staff and students living on campus. Therefore, the need for them to know when visitors arrive and where they will be on campus is imperative. He expressed concern over the speed at which cars enter the campus. For the safety of students, the speed limit is 15mph. He asked that we remind people of that fact. There are three pickleball players who regularly exceed the limit. He asked if the park board has the contact information for people who use the facilities. It is important to maintain such information in case security or health issues require contact with those who have been or are on campus.

Rob Dymond discussed his concerns over the unlocking of the gym when pickleball players arrive. There are times when neither he or any other staff members can get there quickly enough. He is looking into an electronically controlled door lock that would allow the pickleball players to enter the code and give themselves access. In the meantime, having one person call to make arrangements for the group has been working well. Rob reiterated concerns over the speed of cars on campus. He provided the make and color of the most frequent violators and Calsbeek agreed to talk to them. Dymond assured the board the cleaning of the gym will take place at least three times a week and will be scheduled to happen on the days of pickleball play.

Rodent control will be addressed aggressively but the use of poisons is not possible in the school setting. Dymond also indicated that someone's red soled shoes are marking the floor. He asked that that person be asked to wear different shoes.

Ginny Singleton asked that a certificate of insurance be provided to the school from the township's insurer. The school needs a new certificate every year. Pam Laureto will follow-up on this.

All parties agreed the contract between the Leelanau School and Glen Arbor Township Parks and Recreation Board should be reviewed and updated. Ginny and Pam agreed to get together following the meeting to revise and formalize the contract.

**New Business:** Calsbeek asked if the school would be interested, hypothetically, in replacing the first two tennis courts with dedicated pickleball courts. Hansen explained that they would be hesitant to make such a change because it would preclude the possibility of the Leelanau County Co-op Tennis Team from using their facilities. They wish to preserve that relationship.

Calsbeek thanked the school representatives for taking time to participate and for the generous use of their facilities. He indicated that the park board is interested in assisting at the school if there is a need.

**Budget Review:** Laureto passed out an updated budget status report. She asked that the park board prepare its budget for the upcoming year and submit it in February. In the meantime, the board noted that there is money available in the 2021 budget to purchase the leaf blower, hand tools, painters tape and other miscellaneous items that will be needed in the upcoming year.

During the budget discussion, Laureto mentioned the idea of looking for a college student, enrolled in a parks and recreation program that might be interested in working as park manager (or an employee) as part of an internship program this summer.

Volk asked about income as part of the budget discussion in that there are line items for pickleball fees and park tennis tournament fees, but no income was reported for April 2021 to date.

In response to a question about whether Volk knew anyone interested in joining the park board, she questioned the scope of the park board's mandate as it seems the focus is primarily on racquet sports. Volk suggested it might be easier to find board members if the scope of the board's mandate included a broader array of activities, e.g. bocce ball courts, movie nights, speaker series, tailgate parties for big games, more green spaces, etc. Laureto indicated that with the transition from Park Commission to Park Board, the mandate was expanded to include recreation. Now and in the future our board is known as the parks and recreation board (PARB). It was decided that the five-year plan should be on the agenda for the regular January meeting. Also to be on the next agenda are budget plans and a written report for the township's annual meeting.

**Public comment:** none

**Adjournment** at 2:40 pm

**The date of the next board meeting is January 20, 2022.**

PARB will hold regularly scheduled meetings on the Thursday that falls in the third week of January, March, July, September, and November at 1:00 pm. Future meetings will be held on March 21, 2022; May 19, 2022; July 21, 2022; September 22, 2022; and November 17, 2022.