



Village of Elberta Parks and Recreation Commission
Meeting Minutes FINAL
November 10, 2016

Secretary Emily V. called the meeting to order at 7:20 (late due to new door)

Present: Andy B., Emily V., Bill S., Jason S.

Absent: Bill O., Michele C.

Guests: Cathy Anderson, Sue Oseland

Liaison: Bill S.

Approval of October Minutes

Motion 1st Bill **Motion 2nd** Andy
Ayes All **Nays** None **Motion passed**
Changes Added surname to "Vince"

Approval of November Agenda

Motion 1st Bill **Motion 2nd** Andy
Ayes All **Nays** None **Motion passed**
Changes None
Agenda conflicts: None stated

Clerk's Financial Report

Motion 1st Emily **Motion 2nd** Bill S.
Ayes All **Nays** None **Motion to approve report passed**

Notes: Paid for Elberta welcome sign. Historical signs still being made, not paid for yet. Probably ready and billed by the 20th.

Correspondence Call from Chris Ebert regarding boardwalk plank

Public Comment None

Committee Reports

Elberta Dunes South (Andy B.) Two roadkill dead deer were retrieved by Ken Bonney. Cathy suggested extending the management agreement so that we have another year to spend the \$50K endowment money. This is because the platform and trail improvements won't begin until the spring, and because of discussions had between GTRLC and DNR, according to Steve Lagerquist, might require additional building that will cost most than the original amount budgeted for that project. Emily will contact GTRLC.
Farmers' Market (Sue O.) EFM 2016 Season Annual report and budget discussion see below and attached.

Beach

Parks (Bill S.) Nothing to report

Elberta Historical Preservation (Emily V.) Historical Signs design was revamped by Jason. (As of this writing, sent to sign maker for production. Fee will be under \$1,000 budgeted.) Mockup of what they will look like was shown to Commission members on a phone.

Unfinished Business

1. **Thanksgiving Leftovers Party/Solstice Quilt** Planning discussion. Dan Kelly invited to play. Jason and Andy and Emily will do run through. Discussed timing, why 5 to 10. Jason will do free family digital portraits.
2. **Plank Fundraiser** Sue Oseland saw Ludington's boardwalk planks and passed along their flyer. Jason and Emily in process of collecting legible names and filling in illegible names from existing planks; plan to put them on the web, in order, in attempt to elicit participation from public. Old planks will be returned to purchasers or sold. Boardwalk that's down there now is not very wheelchair friendly or walker friendly. New style would be easier to attach, detach, and keep straight, and planks could reasonably be sold for a higher price.

New Business

1. **EFM Annual Report and Budget Amendment for EFM** Net profit of \$1,128.53, attributed to raising weekly vendor fee raised from \$12/wk to \$15/wk and yearly fee from \$180 to \$200 (food truck was #300), and also to successful coffee mug sales (new merch) very successful; has about 12 left; ran out of tote bags so Sue ordered more, totebags seem higher quality, they also did well; hardly sold any T shirts, they have run their course. Average 18 vendors per week, 27 for a few weeks in July; Sue has never had 27 before. 250 to 300 people average attendance. Andrea Burks started it, then Meg Louwsma was 2010/11. Sue started 2012. Everyone expressed appreciation for Sue's work. Food truck was good when they were there and the food was ready, but they didn't always show (3 absences) and they stopped before Labor Day even though they paid for the whole season. Both Michele Cannart and Jim Barnes felt the Food Truck helped them out. Brought more people there and they stayed longer. She said between 12 and 1 their business was great. Gave Sue permission to pursue a grant application to the Herbert and Barbara Dow Foundation for improvements to EFM driveway. Also discussed water penetrative pavers for the different vendor positions for the future. Sue requested that we keep the net in the fund to roll over into next year; she will put together the budget for the December meeting. 2017 is 15th Anniversary Year; discussed a brochure or a calendar; favored the calendar idea; moon phases and farmers' market days and commemorative things, photo of Bill Soper's sister's beaded farmers' market logo include, could be the cover. Betsie Current changed their pub date to Thursday and EFM didn't get stacks this year. Decided not to buy an ad this year, will put that promo money toward calendar. Don't need t shirts, or posters or totes, but will order 72 more mugs. 2012 did 446 miles for farm visits; time to do visits again; will combine with Mary Roeder's visits where possible. Asked for a raise from \$2,840 to \$3,300. Sue left and then all agreed tentatively that we'd approve the salary increase.

2. Accept Cathy's resignation from P&R

Motion 1st Emily **Motion 2nd** Jason S.

Ayes Three **Nays** Bill S. **Motion to accept resignation passed**

3. **Election of Officers. Commission voted unanimously to establish the following:** Bill O'Dwyer *President* (term ends November 2018) 616-262-0470; Bill Soper *Vice President* (term ends November 2018) 231-920-2346; Emily Votruba *Secretary* (term ends November 2018) 231-399-0098; emilyvotruba@yahoo.com; Andrew Bolander *Member* (term ends November 2017) bolandera@gmail.com; Jason Soderquist *Member* (term ends November 2019) jasonmsoderquist@gmail.com; Michele Cannart *Auxiliary Member* dalecanm@gmail.com

4. **Discuss Amendment to P&R Five Year Plan for Wayfinding, Nonmotorized Connections** Cathy provided a binder full of info regarding the noticing the amendments to better position ourselves to take advantage of grant opportunities. Have public hearing at Jan Parks & Rec meeting. To go before Council at January 19 meeting. Emily will make amendments and post.

5. Budget Amendment for EFM

Motion 1st Emily **Motion 2nd** Andy B.

Ayes All **Nays** **Motion passed**

Public Comment None.

Adjournment

Motion 1st Bill Soper

Motion 2nd Andy B.

Ayes All **Nays** None

Time: 9:05

PROJECT TRACKER as of 10/15

Projects (Prioritized)	Coordinator	Next Task(s)	Near Deadline	Task Completed	Final Deadline
1. EFM Restroom	?				2021
2. EDNA trail signs install		Get wood			Nov 30
3. EDNA Platform	Bill Watson/Steve Lagerquist	Soil erosion and DEQ permits			Spring 2017
4. Bandshell painted	Jason	So close		Shooting for Sunday	
5. Donation Box at Penfold launch	Emily/Jason	Checking			
6. Thanksgiving Leftovers Party	Emily	Flyer distribution; run-through, ad in Rec-Pat and elsewhere, personal invites			November 27
8. LSS weatherization	Bill S.	Storm windows; Seal up and insulate crawl space			
9. Solstice Quilt auction	Emily/Andy/Bill S.				
10. Boardwalk Plank Fundraiser	Emily/Jason	Finish copying down names.			
11. 2017 P&R Budget Request	Emily	Need to approve in commission and submit for Dec Council meeting	December 8		January 19