

Community Building Development Team

Board of Director's Minutes

Date: Tuesday – March 8, 2016

Time: 7:30 a.m.

Location: Cedar Springs Tool Engineering

- I. Meeting was called to order by Kurt Mabie at 7:33 a.m.
- II. Members Present: Kurt Mabie, Betty Truesdale, Carolee Cole, Sue Wolfe, Nick Andres, Dale Larson, Julie Wheeler
Members Absent: Tom Mabie, Sally Howland
- III. Agenda Development and Approval: Moved, Seconded, Approved.
- IV. Approval of Minutes from February 9, 2016 Board Meeting and February 10, 2016 special electronic vote for approval of an expenditure for a required extensive survey. Moved, Seconded, Approved.
- V. Treasurer's Report and Approval – Presented by Betty Truesdale: Moved, Seconded, Approved
 - A. Dale Larson made a motion to transfer \$50,000 into the general account. Second by Nick Andres.
Roll call vote. Approved unanimously.
- VI. Receipt of Letter of Interest from Perry Hopkins – Request by Kurt that we invite Perry to attend meetings as a non-voting member in order to provide a seamless transition between other members who will be
- VII. It was noted that the by-laws require directors to be excused from attendance for a reason deemed adequate by the Board President.
- VIII. Who/What/When/Where recorder assignment – Julie Wheeler
- IX. Dale Larson made a motion to correct our name on all official documents to Community Building Development Team. Nick Andres second, Approved.
- X. Update on Finance Committee – Meeting tomorrow night at Betty's house at 6:00 p.m.
- XI. Julie Wheeler made a motion to table the budget review and approval. Sue Wolfe second. Approved.
- XII. Dale Larson made a motion to approve the Committee Assignment with the correction of Pat Ensley being removed from the Design Committee and added to the Veteran's Clock Tower committee. Julie Wheeler second. Approved. Attached.
- XIII. Update on Tax-Free status of all properties – Kurt met with the tax assessor and was unable to reach an understanding. When Tom Mabie returns he will spearhead this effort.
- XIV. Amphitheater/Boardwalk/Natural Flowing Spring/Sculpture – It appears the walking pathway will have to be raised due to its place in the historic flood plain. This means it will cost a lot more.
- XV. Veteran's Tribute Clock Tower
 - A. The American Legion has shown interest in this. Rose will be attending the American Legion board meeting in April to bring them into the process.
 - B. We have the specs on the electrical needs for the tower.
- XVI. Design Committee – Next meeting is March 15 at 9:00 a.m. at Northwest Kent Mechanical.
- XVII. North Country Trail
 - A. Amy Anderson agreed to chair the committee.
 - B. There is a trail maintenance training scheduled for Saturday, April 9.
 - C. We are hoping that Tom Noreen and the boy scouts can attend.
- XVIII. Clearing of 157 Main St.
 - A. John Ensley has established April 15 and 16 as the clean-up date.
 - B. Dale and Kurt will mark the trees that need to be taken out before that date.
- XIX. Capital Campaign
 - A. Louise King has accepted the position of Chairperson for the Cap. Campaign Committee.
 - B. Approved the hire of the Breton Group for three months with a review after two months.
 - C. The blocks, capstones and bricks fundraiser is out to the public.
 - D. There is a 5 pronged approach to raising money.
 1. A general grant writer for municipal grants.
 2. Josh Zuiderveen for DNR Grants.

3. HRC for Federal Grants.
 4. Breton Group for local grants.
 5. Breton Group for Cedar Springs businesses requests.
- XX. Library Building
- A. Site Plans
 1. Approved by the Planning Commission with contingencies.
 2. There will be a public hearing on March 22, 7:00 at City Hall.
 - B. Kurt will check into what is needed for the Development Agreement Addendum with the Library Board and push it forward.
 - C. The Bid Process can't start till after the public hearing
 - D. Operational budget for the library
 1. It's important for the library board to come up with this money.
 2. At the last Library Board meeting there was a suggestion from Solon Township that they would match the dollar amount the City currently contributes. While this increases Solons contribution, it would not make their contribution equitable with the City's and would not resolve the budget shortfall that is predicted.
- XXI. City Council – Presentation schedule / paperwork preparation and submission for coming City Council meetings
- A. Master Plan Meeting Dates & Needs – It appears there will not be another public hearing regarding the Master Plan. It will be discussed at the next Planning Commission meeting.
 - B. Planning Commission Dates & Needs – Planning Commission hearing for Library is March 22. Next regular Planning Commission meeting is April 5, 2016
- XXII. Marketing/Communication –
- A. Any new Thank you's?
 - B. Articles for Newspaper – The press release for the \$500,000 will be submitted after City Council approves name of Library and Community Building.
 - C. Website / Facebook
 1. Danette Bailey is doing a great job of keeping the website up to date.
 2. Things are being put on Facebook regularly and are getting a lot of looks.
- XXIII. Review Who/What/When/Where Commitments – Reviewed
- XXIV. Agenda Development for March 15, 2016 Team Meeting
- XXV. Adjourned: 9:25 a.m.

Next Director's Meeting – Tuesday, April 12, 7:30 a.m.

Respectfully Submitted
Carolee Cole
Secretary