

Community Building Development Team

Board of Directors Minutes

Date: Tuesday – July 9, 2014

Time: 7:30 a.m.

Location: Cedar Springs Tool Engineering

Members Present: Kurt Mabie, Betty Truesdale, Carolee Cole, Sue Wolfe, Dale Larson

Members Absent: Tom Mabie

- I. Called to Order at 7:40
- II. Agenda Development and Acceptance: Moved by Dale to approve agenda with additions. Seconded by Betty. Approved
- III. Approval of June 10 meeting minutes: Moved by Dale to approve minutes from June 10, 2014 meeting. Seconded by Sue. Approved
- IV. Board Membership Discussion
 - A. Moved by Dale to remove Shawn Kiphart from this board based on bylaws for failure to attend meetings without being excused. Seconded by Kurt. Approved
 - B. Discussion of replacement of board member will be brought to the July 15 TEAM meeting.
- V. Treasurer's Report: Attached
 - A. \$50 was transferred from the General Fund to the Building Fund due to bank error.
 - B. Received letter from the IRS requesting 45 more days to get us the approval letter for non-profit approval. Should be here by the end of July. Betty will call them today and pressure them to get it to us. There are donors who would like to give money and can't until that letter is in place.
- VI. Johnson Property:
 - A. Core borings were taken from the property yesterday. The only observation was that they saw gas or oil, but no idea on whether it is significant.
 - B. Jeff Edwards from Soil and Materials Engineers, Inc. is doing the assessment. He will make sure we get a copy.
 - C. City has contributed \$30,000 from a grant they had to use before the end of July to get the assessment and do cleanup if necessary. If cleanup will be more than that, we will apply for more Brownfield grants.
- VII. DDA/Trout Unlimited Update:
 - A. The first Rain Garden planting has been scheduled.
 - B. Trout Unlimited has already started to prepare the land.
 - C. Scheduled to do the plantings on July 24 from 10 – 2.
- VIII. Naming of Area:
 - A. Kurt suggested we start talking with various responsible organizations and people regarding naming the area the Holton Red Flannel Town Square or something similar.
 - B. Dale will talk with Kevin Holton.
 - C. Michelle Andres said they would be open to naming it that as long as we requested permission.

- IX. City Council Update:
- A. July 24 there is a meeting at the school regarding whether the city will move their police force under the Kent County Sheriff's office.
 - B. Carolee and Sue will attend the meeting this Thursday to invite members to the NCT meeting on July 22 and support the DDA in inviting members to the Planting a Rain Garden event and to broach the topic of naming the space and buildings, walls, etc.
- X. North Country Trail Update:
- A. July 22 at 10:00 a.m. in the Hilltop Boardroom, we will meet with the administrators of the NCT to discuss routing the NCT through Cedar Springs.
 - B. Distributed the rough copy of our Power Point to board members for input.
 - C. Discussion regarding whether we should send a press release to the Grand Rapids Press or Cedar Springs Post and whether there should governmental units or property owners at the meeting to provide support for the concept.
 - D. Kurt will invite Fred Gunnell and Bob Ellick from Solon Township, Carolee and Sue will invite City Council at the Thursday City Council meeting.
- XI. Library Building Update:
- A. Discussion regarding the Library Board's plan for fund raising.
 - B. There are several Library Board members attending our meetings often. We will discuss their plans for future fund raising at our next Team Meeting to clarify what they might be expecting from us and what we have offered and are capable of delivering to them.
- XII. Website Update:
- A. It was moved by Dale to hire Creative Solutions to develop our website. Seconded by Sue.
Approved
 - B. Sue, Carolee and Betty will work together with Creative Solutions to get the web page going.
 - C. Suggestion to have the webpage possible sponsored by the DDA and raise the money for it.
- XIII. Design Committee:
- A. Sue distributed initial sketches from the last meeting.
 - B. Tomorrow's meeting will be postponed to August 13, 2014. By then the DEQ report should be back and setbacks can be established. .
 - C. Suggestion to get artistic community people involved with the architect to make sure the outside of the buildings is beautiful and that the entire project creates a beautiful and pleasing presentation to those who see it and provide additional support of the total site plan.
 - D. Sue will drop off the drawings to Sonia and we will try to connect Duane and Sonya in brainstorming the design and theme for the buildings.
- XIV. Fire Barn Update:
- A. Dale met with Marty. The Fire Department is reluctant to leave the fire barn where it is because of the excessive traffic and parking challenges for the new brewery and new library.
 - B. There is a rumor that Solon Township might be inviting the City to build a joint Fire Department with Solon and that Solon is voting on a ½ mill for fire protection.
 - C. Dale thinks it is possible that the City might be able to raise a millage for the Fire Barn.
 - D. We are glad to hear that opportunities and possibilities are being considered.
 - E. Suggestion that the current library could be a place to house the old fire truck for historical purposes.

- XV. Site Plan and Time Line: A rough sketch – Will be refined at the Team meeting and future Design Committee meetings.
- A. Purchase Johnson property
 - B. Request Maple Street easement
 - C. Involve the DNR in our plans
 - D. Deal with parking concerns by considering necessary land purchases
 - E. Sue suggested we put the Site Plan on a board so it can be used to better share the dream and give people a visual which in turn will be helpful as a marketing and fund raising tool.
- XVI. Holtons: Dale emailed Kevin Holton regarding many of our plans. He was glad to hear that things are happening.
- XIX. Mission / Vision / Steps necessary to attract donors / Grants/Fund Raising:
- A. Using the Mind map work from our last Team meeting, Kurt and Carolee will meet to work on the Mission and Vision and start a format for goals and strategies before the next Team meeting.
 - B. We will discuss Goals and Strategies at our next Team meeting and try to have things relatively complete before the July 22 meeting with NCT.
- XV. New Business
- A. Suggestion to get information out to the Alumni of Cedar Springs at some point.
 - B. Rescheduling of future Board meetings:
 - 1. August meeting will be moved to Monday, August 18.
 - 2. September meeting will be moved to Monday, September 15.
 - C. Red Flannel Day presence – We will keep this on our radar as we get closer to October.

Meeting Adjourned: 10:00 a.m.