

Community Building Development Team

Minutes

Date: Tuesday, April 19, 2016

Time: 6:00 p.m.

Location: Cedar Springs Public Schools –Board Room – Hilltop School, Cedar Springs

MISSION:

The Community Building Development Team (CBDT) exists to advance the construction of buildings and spaces where the greater Cedar Springs community can gather for cultural, educational, recreational, commercial and family/community events.

VISION:

The Vision of the Community Building Development Team (CBDT) is to retain the small-town character of Cedar Springs, incorporate natural features, link neighborhoods and people, enhance characteristics that already define our community and make it easy for families, youth, senior citizens, organizations, and all community members to gather, celebrate and serve each other.

- I. Call to order – 6:03 p.m.
- II. Roll call – Introductions –
Board Members Present: Kurt Mabie, Betty Truesdale, Carolee Cole, Tom Mabie, Nick Andres, Julie Wheeler and Dale Larsen
Board Members Absent: Sue Wolfe
- III. Approval of minutes from January 19, February 16, and March 15, 2016 Team Meetings – Carolee Cole motioned the acceptance, Nick Andres supported - passes unanimously
- IV. Review and Approval of Agenda – Dale Larsen, support by Tom Mabie - passes unanimously
- V. Business at Team Meetings - Lexie Coxon suggested that all person in attendance at Team Meetings have the authority to make motions, second and vote to approve the agenda and the minutes from past meeting(s). She also suggested that all persons in attendance at Team Meetings have the authority to make motions, second and vote to recommend action for approval at the next Board of Director’s Meeting. Motioned by Lexie, supported by Mark Laws
This motion was approved with a quorum of Board members present, without objections.
- VI. Board of Director’s gave separation agreement to Sally Howland due to inability to make meetings. This was a mutual agreement and she agrees to still work for CBDT when available.
- VII. Sue Mabie submitted her letter of interest to the board and was elected treasurer at the last Board of Director’s meeting
- VIII. Betty Truesdale submitted her letter of resignation due to her relocation out of the area.
- IX. Perry Hopkins has submitted a letter of interest to fill a seat on Board of Directors. Any other Team member who has an interest in serving on the Board of Director’s should submit a letter of interest to the secretary.
- X. Treasurer’s Update – Betty Truesdale – See Attached (Little activity in March other than interest, the name is officially changed for tax purposes, library funds, fire dept. funds and other funds are separated)

- XI. Motion to accept Betty Truesdale's resignation was made by Julie Wheeler, supported by Dale Larsen - *This motion was approved with a quorum of Board members present, without objections.*
- XII. Assign Who/What/Where/When Recorder – Julie Wheeler
- XIII. Finance Committee – Julie Wheeler – The Finance Committee has advised the board to keep \$50,000 in cash account for bills at all time. They will be working on an electronic drop box so board members, the Finance Committee and other approved individuals, can see funds and have access to pay bills through uploading documentation. The next Finance Committee meeting is June 8th at Kurt Mabie's house.
- XIV. Reports
- A. Capital Campaign Committee (CCC) by Louise King –
1. Kurt Tackmann will chair the local business/prime candidates to give to specific projects. They are editing documents to give out with levels of giving from \$10 to \$1.5 million. They are looking for a similar person to work with local foundations and look for contacts with specific corporations. Louise will get a list out to look over and identify potential contacts.
 2. Idea for a community dinner down Maple Street as a fundraiser is being pursued by DDA and Chamber.
 3. Other ideas for fundraisers are coming and needed to move forward.
 4. Duane Feldpausch gave forms to help spell out that donations are unrestricted for use.
 5. Next CCC meeting April 27 at 7pm at CS Tool
- B. Library Building – Duane McIntyre
1. The library is out to bid as of April 19, 2016. They went to about a half dozen general contractors for a 30 day return.
 2. The Library Board will meet with the architect to start the selection process for external colors and materials.
 3. They will keep in mind the sculpture and clock tower as well.
 4. DEQ needs info from Rossein, according to Jesse Morgan.
 5. The digging may begin in June or July.
- C. Amphitheater / Rain Garden / Boardwalk / Sculpture – Jessie Morgan
1. Design team met and reviewed concerns from DEQ regarding wetlands and flood plain. The walking path looks to be moving close to the north side of the library, then towards the middle of the property and then over towards the trail staging area.
 2. There was an animation presented by John Ensley that shows the height and overall size of amphitheater.

3. The amphitheater looks to have to move south some, but the exact determination of that and the path back towards it are still being determined.

- D. North Country Trail – Amy Anderson/Mark Laws – They attended training on maintaining the trail. They will be working with Luke and Andrea from NCT to start talking to land owners. Len Allington has agreed to work with the committee. Carolee Cole says the city needs to work on becoming a trail town with getting logos on city documents and information to city hall. Look on NCT website to get the list of criteria on trail town.
- E. Veteran’s Memorial Park and Clock Tower – Rose Powell – Rose wasn’t present due to city council meeting, but she has met with the Legion and is trying to get schedule with the women’s auxiliary.
- F. City Council –
 - 1. City Council had a special meeting, so no one was present
 - 2. There was a meeting with a Michigan Municipal League fund raiser who gave information on some fund raising opportunities that are available to the CBDT.

G. Design Committee – Duane McIntyre

The last meeting had major discussions on library details determining the future of the amphitheater. The other details discussed include the pathway and where it will be and if a future play structure can be including in the area. John Ensley presented some information/animations that can be used to help with fundraising and gaining support.

- XV. Community Night-Booth is located in the gym and will be next to the library. Carolee, Kurt and Tom will be there. There will be drawings to show some of the projects.
- XVI. Need for a volunteer to coordinate CBDT property clean up. John Ensley did a great job getting things done on April 16 with people from Aquinas, HRC Detroit, HRC Grand Rapids and many local representatives, but more work is needed to be done in the future. Amanda will talk to Shaner Ave. Nursery about setting date to go out and look at property to determine what is good to keep and what to clean out. Carolee will get with Sue Wolfe to do thank you notes to those who attended. Donna got Jan Holst from the Advance to cover the cleanup.
- XVII. John Ensley is working on two bridges to cross the creek.
- XVIII. The White Pine Trail (WPT) easements are needed for trail access and amphitheater access, so DNR needs to be contacted. We could pick up 45 ft. of property on each side of the trail to get easier access to structures. Mark Laws has a contact with DNR person in Cadillac and will in touch. He was encouraged to also talk to Anne Marie at the DNR and invite the Friends of the White Pine Trail.
- XIX. Trout Unlimited has reached out to us to get the remaining \$3000 funds to do a study off 15 & 16 Mile and Edgerton area. Motion by Dale Larsen to use the remaining \$3000 in funds to do

as they please, supported by Tom Mabie - *This motion was approved with a quorum of Board members present, without objections.*

- XX. FRED 200 Mile Run on Aug 5-6, 2016. Amanda will talk to athletics to see if any interest in being involved with doing an event in conjunction with this.
- XXI. Review/Questions from April 12, 2016 Board of Directors Meeting Minutes – None
- XXII. Review of Who Does What/Where/When –
 - a. CCC is 27th at 7pm
 - b. Louise will get out list of organizations
 - c. Library board will meet to finish details
 - d. John will get drop box info out
 - e. Amy and Mark on working on NCT
 - f. John will get Julie pictures for Community Night
 - g. Carolee will have handouts done for Community Night
 - h. CBDT cleanups will continue and more to be scheduled
 - i. John needs someone to look at bridges
 - j. Amanda to get Shaner Ave. Nursery out to lot
 - k. Amanda to get DNR contact and WPT contacts to Mark
 - l. Amanda will get with athletics to look at helping with FRED fun
 - m. Thank you list to Sue
- XXIII. Other Old Business – None
- XXIV. New Business – Kurt wants to do a photo contest for pictures of the Cedar Creek and will offer a cash prize.
- XXV. Adjournment – 7:29 p.m.

Minutes graciously taken by Amanda Gerhardt and respectfully presented by Carolee Cole

Next Team Meeting Date: Tuesday, May 17, 2016, 6 pm at Hilltop School Board Room