

Community Building Development Team

Board of Director's Minutes

Date: Tuesday – November 10, 2015

Time: 7:30 a.m.

Location: Cedar Springs Tool Engineering

- I. The meeting was called to order at 7:33
- II. Board Members Present: Kurt Mabie, Tom Mabie, Betty Truesdale, Carolee Cole, Nick Andres, Sue Wolfe
Guests present: Robert Frostick
Board Members Absent: Dale Larson, Sally Howland, Julie Wheeler
- III. Nick Andres made a motion to accept the agenda with the following changes: Tom Mabie seconded. Approved.
 - A. New #9 inserted as “Johnson Property”.
 - B. New #10 inserted as “Fire Barn”.
 - C. #17 f “Development Agreement”
- IV. Sue Wolfe made a motion to accept the minutes from the September 8, 2015 meeting as presented. Nick Andres seconded. Approved.
- V. Carolee Cole made a motion to approve the Treasurer's Report as presented. Nick Andres seconded. Approved. (See Attached Report)
 - A. We have not paid anything to HRC yet. Sue Wolfe will inquire.
 - B. A second bill came from Andrus Architecture. Betty will check on whether it is a duplicate.
 - C. Suggestion that Julie Wheeler become the Treasurer trainee to take over for Betty Truesdale.
 - D. Suggestion that Sally Howland become the Who/What/When/Where recorder in Julie's place.
 - E. Discussion regarding purchasing a new computer for the treasurer. Sue Wolfe made a motion authorizing Nick Andres to purchase a laptop computer, printer with scanner and fax, Office 365, and Quickbooks for an amount not to exceed \$1,500. Tom Mabie seconded. Approved.
 - F. Because the Amish Warehouse has closed and Betty Truesdale will be moving eventually, Tom Mabie made a motion to change the communications address for the CBDT from the Amish Warehouse to Kurt Mabie's home address, 15022 Ritchie, Cedar Springs, MI. Nick seconded. Approved.
- VI. Agreement in concept to changing the by-laws to allow directors of the CBDT to serve 3 year terms with approximately one third of the terms being up for election each year. Also agreed to yearly election of board officers.
 - A. Assigned Dale Larson, Sally Howland and Julie Wheeler to complete the process of changing the bylaws and making the recommendations to the group regarding the same.
 - B. Please note board members absent. :-)
- VII. Update from HRC
 - A. Sue Wolfe reported HRC, other members of the CBDT, members of the Library Board, and members of City Council are working on developing a PUD for all the land that is currently owned by the City and the CBDT.
 - B. A final reading is expected to be February 11, 2016.
 - C. We will be able to go out for bids for the library when the PUD is approved.
 - D. Special note of appreciation for John Ensley who has been so committed to the process and to Jesse Morgan who is doing a great job of pulling things together.
- VIII. Discussion regarding allocation of funds
 - A. Regarding the \$130,000 donated for moving the fire barn: There was agreement from Tom Mabie and all board members to extend the deadline for this project from January, 2015 (not a typo) to December 31, 2016 with the condition that we must have a letter of intent from the City that they are actively moving forward with the relocation of the Fire Barn.
 - B. Nick Andres will mock up an overall costs of projects and distribution of funds raised on a spreadsheet and submit to board members via email for consideration.

- IX. Johnson property
 - A. Electric service will be removed and we have a person who will be willing to remove the buildings for the materials
 - B. The property will be donated to the CBDT in December.
- X. Fire Barn – See above
- XI. Natural Flowing Spring
 - A. A revision and clarification by the DEQ has extended the flood plain.
 - B. This project cannot continue until it is determined what is required as a result of this clarification.
 - C. HRC is submitting a possible revision of the site plan.
 - D. Trout Unlimited cannot submitted for the permits until the site plan it revised.
 - E. Sue Wolfe will contact Jesse Morgan for further information.
- XII. Boardwalk – Same as natural flowing spring
- XIII. Amphitheater – Tabled in Dale Larson’s absence.
- XIV. Rose Powell reported at the October Team meeting that she would be working with the Brown family and some other folks to get more information on an expansion of Veteran’s Memorial Park.
- XV. Design Committee – Meeting as needed.
- XVI. North Country Trail – Carolee Cole will contact Luke Jordan regarding whether there is anything we need to be doing and will ask whether the documents have been signed by the NPS.
- XVII. Marketing/Communication –
 - A. Thank you’s for Red Flannel Day are done. Kurt Mabie will get the Westgate’s address to Sue.
 - B. Lexie Coxon has written an article for the news paper. Carolee will forward to everyone when it is final form.
 - C. Noted that we are doing a better job of getting information on the website.
- XVIII. 157 Main – We are waiting for the permit to tear down the building.
- XIX. Library Building
 - A. The Library Board approved the building with the shed style dormers. Kurt Mabie will ask Doug Powell to do a Coming Soon sign with a conceptual drawing of the chosen building.
 - B. Danielle Phillips is working on the legal documents necessary regarding City / Library ownership, etc. for submission to the Planning Commission. The library board cancelled their special meeting to approve these documents so we are unsure where we are with this.
 - C. Capital Campaign
 - 1. Working on an overall proposal that covers all projects to submit to Meijer, the Ford Foundation and other potential benefactors.
 - 2. Developing a list of businesses in both Cedar Springs and in Solon Township. This same proposal could be used to approach local businesses for support.
 - D. Professional support for the Capital Campaign.
 - 1. We need boots on the ground to work the fund raising.
 - 2. Nick is contacting Monahan and Breton Group to identify if they can provide this support.
 - E. Zoning – See VII. above.
 - F. Development Agreement – See XIX. B. above.
- XX. City Council
 - A. Reminder that Master Plan Review is tonight at City Hall at 7:00 p.m.
 - B. Kurt Mabie will speak to the City Council regarding moving the Fire Barn.
- XXI. Agreement to cancel the December board meeting and Team meeting. Everyone is aware it may be necessary to schedule a special meeting.

Adjourned at 9:41 a.m.

Next Director’s Meeting – Tuesday, January 12, 7:30 a.m.

Respectfully Submitted
 Carolee Cole
 Secretary