

Community Building Development Team

Minutes

Date: Tuesday, March 21, 2017

Time: 6:00 p.m.

Location: Creative Technologies Academy, Cedar Springs

- I. Call to Order - 6:15
- II. Roll call – Introductions
- III. Agenda development and approval – John Ensley requested that his reports be made at the beginning of the meeting. MSA
- IV. Approval of minutes from February 21, 2017 Team Meeting. MSA
- V. Assign Who/What/Where/When Recorder – Danette Bailey
- VI. Treasurer’s Update – Sue Mabie – Distributed
 - A. MSA to pay a bill for \$179,000 to Nugent for the March bill.
 - B. MSA to pay a \$12,164.60 bill to Nugent for the February bill.
- VII. Budget Presentation – Sue Mabie – Tabled due to Sue being sick.
- VIII. Notification: Board of Director’s April meeting – Monday, April 10 at 6:00 p.m. at Perry’s Place. All are welcome.
- IX. Reports
 - A. Capital Campaign Committee
 1. Report from Jodi Coxon for the gala
 - a. We have 56 RSVP’s to date.
 - b. A subcommittee was formed to prepare for the technological needs of the Gala.
 - c. Missy Armstrong has agreed to be the entertainment for whatever cost we choose to give.
 2. Sign up for volunteer help for the gala
 - a. A sign-up sheet was circulated.
 - b. Volunteers should arrive at 2:00 p.m. on Saturday, April 15.
 3. Decision on credit card reader for gala – MSA to order a square for the gala.
 4. Michigan Economic Development Corporation Fund Raising Opportunity – Mike Womack will be receiving the information for a \$50,000 grant that we might be able to use along with the funds raised at the gala. Kurt will follow up with Mr. Womack to see what he has learned thus far and what needs to be done before the Gala.
 - B. Finance Committee – Julie Wheeler – Meeting Wednesday, April 5 at Kurt and Sue Mabie’s.
 - C. Library Building – Duane McIntyre
 1. The final details are wrapping up quickly.
 2. Shelving and furniture will be arriving in the next week.
 3. The retaining wall and path will be started on Monday, March 27.
 4. The library will close from April 23 through May 7 while the books and materials are moved to the new library.
 5. May 8 is the soft opening.
 6. Saturday, May 13 is the Grand Opening.
 7. Duane McIntyre will ask his brother-in-law how much it will cost to install underground sprinkling.
 - D. Amphitheater – Duane needs to complete the library before he can get into the Amphitheater. Jeff Gust is helping with the Amphitheater.

- E. Rain Garden / Boardwalk – John Ensley
 - 1. White Pine Trail Floodway – Bridge / Culvert – Tabled
 - 2. Rain Garden – Perry and Nichol DeMol have been meeting regarding Rain Garden details.
 - 3. Cleanup of property –Clean Up of the City and the properties surrounding the new library will be Earth Day April 22, from 9:00 a.m. to 6:00 p.m.
 - a. John Ensley is coordinating. It would be great to have a co-chair.
 - b. John has 10 – 15 volunteers from Aquinas College, Local, and the High School Rotary Students.
 - c. Volunteers are asked to bring snacks, water, clothing that can get dirty, waders, rubber boots.
 - d. Meet behind the new library.
 - e. Welch Tile has a stone recycling location here in Cedar Springs from which they will provide various types of stone for the walking paths. They have also offered to press stone for us to create particular stones.
 - 4. White Pine Trail easement – Mike Womack has the paperwork to begin work on this as the land belongs to the City.
- F. North Country Trail – We need a leader to get the easement process moving forward.
- G. Veteran’s Memorial Park and Clock Tower –
 - 1. Dale Larson is currently constructing the Veteran’s Memorial Tower and has purchased four clocks to be placed in the tower. It will be ready to install soon.
 - 2. We will work on getting a chime/bell after it has been constructed.
- H. City Council – Perry Hopkins reported that it is possible there will be more money available to the DDA soon.
- I. Design Committee – Sue Wolfe
 - 1. Everything is ready to move forward with the Amphitheater when the floodway studies are completed.
 - 2. DNR Grant will be pursued next year.
 - 3. Update from Help Committee. Will not meet until time to apply for the DNR Grant.
 - 4. Recreation Plan was submitted in time but there are some questions that are being addressed.
- X. Other Business
 - A. Update on Fire Station
 - 1. The Fire Department leadership is working toward developing a design.
 - 2. They are planning to use the location of the current library.
 - B. Summer event
 - 1. There has been conversation regarding the CBDT, the Chamber of Commerce and other non-profits and city groups partnering to do some events.
 - 2. The likely dates would be associated with Side Walk Sales or other city businesses events in the July/August time frame.
 - C. Review/Questions from March 14, 2017 Board of Directors Meeting Minutes. None
 - D. Cedar Springs Run – John Ensley
 - 1. Courtney Hanson, daughter of Senator Geoff Hansen, has offered to help coordinate a 10 or 15K Run for Cedar Springs sometime this year.
 - 2. This could be a fund raiser.
 - 3. Suggestion that Chris Mabie might be willing to work with Courtney to make this happen. Jodi Coxon will ask her whether she would be interested.
 - 4. John suggested that we do a fund raiser to run 50 yards from the new library to the Brewery.

- XI. New Business – None
- XII. Review of Who Does What/Where/When
 - A. The Tech Team for the gala will also arrange for a microphone and amplification for Missy Armstrong.
 - B. Carolee will get Missy's menu choice to Jodi.
 - C. Jodi will ask the Tech Team to order a free square.
 - D. Perry will send Jodi a link that will give us \$1,000 in free transactions.
 - E. Kurt will follow up with Mike Womack regarding the Michigan Economic grant opportunity. Sue reminded us that there is paperwork and other requirements that have to be completed and reviewed before we can be approved.
 - F. Duane McIntyre will get a bid from his brother to install a sprinkling system, at a small price, for the library.
 - G. Kurt will contact Scott Slavens and connect Mike Womack and Slavens to begin the process of obtaining the White Pine Trail easements.
 - H. Becky and Vicky will encourage library board members to attend the gala as it is a celebration of the building of the library.
 - I. Kurt will meet with Mike Womach and Zach Kerr regarding Zach's Eagle Scout project to build trails on the north side of Cedar Creek. This group will also discuss obtaining stone from Welch Tile for the paths and communicate with John Ensley regarding what is needed.
- XIII. Adjournment – 7:42 p.m.

Next Team Meeting Date: Tuesday, April 18, 2017, 6:00 p.m. at Creative Technologies Academy