

## Unapproved Minutes

### Barry County Parks & Recreation Board Meeting October 19, 2017

- Meeting called to order by Chair Jim Cary at 6:30 PM in the Tyden Building.
- Members present: Cary, Parker, Moore, Schmiedicke. Cary reported that Shults would arrive later. Shults arrived @ 6:50PM.
- Agenda: Parker moved that the agenda be approved as presented; 2<sup>nd</sup> by Cary and approved unanimously w/o discussion.
- Minutes: Unapproved minutes from the 9/20/2017 meeting were approved on a motion by Schmiedicke; 2<sup>nd</sup> by Moore w/o discussion.
- Public Comment: No members of the public were present.
- Cary requested a report on the RFP. Schmiedicke advised that with help from Michael Brown the adv. was completed and a copy was provided. It remained to decide on publication dates and bid opening date. After discussion it was decided to place the adv. in The Reminder 10/20,28 and The Banner 10/27, 11/2. The RFP adv. was also placed in the Michigan Builders Exchange. As this is an 'on-line' forum the adv. will run continuously and the Exchange will report on its' progress as well. Deadline for submitting bids is published as December 12, 2017. Bid opening will occur on December 14, 2017 at the Executive Committee meeting and submitted to the full Board 12/21/2017.
- Discussion was held on the grant report as well as the availability of the Catalyst.
- Parker raised the question on the current status of the mowing contract and invoice payment. Schmiedicke reported that payments were current.
- Wide ranging discussion on the Administrator position. Parker moved that the previous outline on the position be revised to indicate that this was "an entry level" position so that applicants no have unrealistic expectations, and that we moved ahead as expeditiously as possible to fill this position. Local adv. as well as M-Parks with a deadline of 11/06/2017. 2<sup>nd</sup> by Schmiedicke. Approved unanimously. Interviews set tentatively for 11/16/2017 depending on response.
- Discussion was held on a long term contract with Winchell Mowing. Parker moved, 2<sup>nd</sup> by Schmiedicke to delay a decision at this time.
- Shults reported on the Budget and advised that it might become necessary to request movement of funds from one line item to another to fund the Engineering study for the trail if an acceptable proposal was received.
- Motion to adjourn @ 7:30PM by Moore, 2<sup>nd</sup> Schmiedicke, approved.