

**Van Buren County Parks Commission Board
 Regular Meeting Minutes
 September 12, 2023**

**Donald Hanson Board of Commissioners Room, Van Buren County Administration Building
 219 E Paw Paw Street, Paw Paw MI 49079**

1. **Note: The meeting location was moved from the 3rd Floor Conference to accommodate the number of attendees**

Call to Order and Determination of Quorum and Attendees

At 11:00 AM, by Chair Mike Chappell with attendees/absentees/status as follows:

Board Member Attendance Report--Parks and Recreation Commission										
Name	Position	Attendance/Quorum Status	Declared Remote Location			Present Anytime	Present @ Start	+ Late Arrivals	- Early Departs	Present @ End
			Municipality	County	State					
Mike Chappell	Chair	Attended physically				Yes	Yes	✓	✓	Yes
John Small	Vice Chair	Did not attend meeting				No	No	✓	✓	No
Wayne Nelson	Secretary	Attended physically				Yes	Yes	✓	✓	Yes
Joe Parman	Member	Did not attend meeting				No	No	✓	✓	No
Kurt Doroh	Member	Attended physically				Yes	Yes	✓	✓	Yes
Lorna Nenciarini	Member	Did not attend meeting				No	No	✓	✓	No
Dick Godfrey	Member	Attended physically				Yes	Yes	✓	✓	Yes
Paul Garrod	Member	Attended physically				Yes	Yes	✓	✓	Yes
Emily Hickmott	Member	Attended physically				Yes	Yes	✓	✓	Yes
Daywi Cook	Member	Did not attend meeting				No	No	✓	✓	No
Count:						6	6	0	0	6
Members Present:							6 of 10	6 of 10	6 of 10	6 of 10
Quorum (Yes/No):							Yes	Yes	Yes	Yes

- a. **Board Members Present (6); Board Members Absent (4); Board Vacancies: (0).** A quorum (6 of 10) is initially present, and a quorum remained throughout the meeting.
- b. **Staff and Others Present:** No one.

2. **Approval of Agenda**--The prepared agenda was approved 6-0 on the motion of Doroh, supported by Hickmott.
3. **Approval of Minutes of Regular Meeting held August 8, 2023**--The proposed minutes of the meeting were included in the agenda packet. The minutes were approved by a vote of 6-0 on the motion by Godfrey, supported by Hickmott.
4. **Public Comment**—None
5. **New Business—Volunteer Opportunities**—Chappell introduced the topic of being able to utilize volunteers and asked for thoughts on the structure and related items. Hickmott related volunteer usage at the VB Conservation District and will check to provide more info including needed insurance coverage. Nelson will check with his former employer City of Kalamazoo, its Parks & Rec Director and Management Services Director regarding their protocols and insurance issues. This matter will be carried forward to the next meeting.
6. **Ongoing Business**—
 - a. **County Fair Board and Museum Leases**—Chuck Lossie, the VB County Surveyor, has been retained to survey the property to identify the correct legal descriptions for the leases.
 - b. **Michigan SPARKS Grant, Round 2**—There was no update.
 - c. **Kayak Launch Project**— There was no update.
 - d. **Keeler Township Ideas**—The Road Commission continues to work with the township on the CR-690 project.
7. **General Member Comments**—
 - a. Chappell related his experience at the City of Carmel, Indiana, downtown parks, with their many recreational opportunities.
 - b. Hickmott distributed the VB Conservation District 2023 Guide, and related cleanup activities upcoming at Briggs Pond in the Village of Paw Paw, and at Van Buren State Trail.
8. **Adjournment**—All business being completed, the meeting was adjourned by the Chair at 11:25 AM, on a vote of 6-0 on motion of Doroh, supported by Nelson.


 Wayne Nelson, Secretary
 Van Buren County Parks and Recreation Commission