**Minutes 03/22/22 – 1st Board Meeting**

**Call to Order: 6:05pm by Tom Williams**

**Pledge of Allegiance**

**Present:**

* **Members:** Tom Williams, Kim Manuel, Scott Neufer, Dave Williams, Joan Olds
* **Guests:** (see last page for sign in sheet)

**Approve Agenda:** motion presented by Dave, seconded by Scott, to approve the agenda. All approved, motion carried.

**Public Comment:**

* Joan Olds reported an EMT class is available in Cadillac 2 nights a week 6-10pm and every other Saturday for 4 months.

**Old Business: 5th Board Member**

* Motion presented by Scott, seconded by Dave, to accept the application from Joan Olds. All approved, motion carried.
* Motion presented by Dave, seconded by Scott, to accept Joan Olds as the 5th member. All approved, motion carried.

**By-Laws:**

* All 5 elected board members read through the draft By-laws.
* Agreements:
	+ We will meet at the Springville Community Center
	+ Time of meetings – 6pm
	+ Public Notice of Meetings – Secretary will send out an electronic version of the notice and each township representative will post at their township hall and on our respective websites if available.
	+ 3 would be a quorum for a meeting as we have 5 board members
	+ Dave made motion to have Chairperson create agenda and Scott seconded, all in favor, motion carried. This was updated throughout the document.
	+ 6.6 – we updated the agenda format; Kim will follow up with lawyer
	+ 7.1 Chair – we removed the section stating the board could elect a member as we won’t have a quorum if the Chair, Vice Chair, and Secretary are not in attendance.
	+ 7.3 Public Comment – we only request name and township for identification in addressing the board.
	+ 8.1 We will keep the printed Authority records in the Hanover Township Hall.
	+ 8.2 Secretary is not required to audio tape the meetings, but has the option.
	+ Section 10 background – you may do a closed session for lawyer items or buy/lease agreements. Executive session is for disciplinary issues, salary negotiations, etc.
	+ 13.0 – we deleted the item saying we will use the Attorney as our Parliamentarian as he won’t be at every meeting – we can seek this information from other official sources.
	+ Action Items:
* Resolution #22-01 presented by Dave, seconded by Kim, to approve the bylaws as updated tonight. A roll call vote was called, passed 5/0, resolution adopted.

**Election of Officers:**

* Chairperson – Dave nominated Tom, Joan seconded, all approved, motion carried
* Vice Chair – Kim nominated Dave, Scott seconded, all approved, motion carried
* Secretary – Scott nominated Kim, Joan seconded, all approved, motion carried
* Treasurer – Scott nominated Joan, Dave seconded, all approved, motion carried

**Action Items:**

* Joan will get EIN and contact AccuMed for billing contract
* Kim to follow up with attorney on 1.0 Article #, 4.3, 5.2, 6.3, 12.3 Article #

**Public Comment:**

* Question around when we will fund the authority – townships will transfer taxes collected for the 2022 budget year to the Authority.

**Future Topics:**

* Approve the By-Laws
* Budget Plan
* Set Up EIN #

**Next Meeting:** Motion by Scott, seconded by Dave, to meet on 3/29 at 6pm at Springville Community Center. All approved, motion carried.

**Adjourn**: Motion by Dave, seconded by Scott, to adjourn the meeting. Approved by all, motion carried.

Meeting adjourned at 8:39pm

****