



# Southcentral Michigan Planning Council

201 West Kalamazoo Avenue, Room 101 · Kalamazoo, Michigan 49007

Phone: (269) 384-8305 · FAX: (269) 383-8920 · Email: ladams@smpcregion3.org

## September Board Meeting Minutes

**MEETING DATE:** Tuesday, September 2, 2014  
**MEETING TIME:** 2:00 pm  
**MEETING LOCATION:** Room 105 of the Kalamazoo Administration Building  
201 W Kalamazoo Ave, Kalamazoo, MI 49007

1. **Call to Order**
  - a. The meeting was called to order at 2:03
2. **Members Excused**
  - a. Byrnes, Dunn, Huffman, Reffitt
3. **Action: Approval of the Agenda**
  - a. *Reid made a motion to approve the agenda as presented.*
    - i. The motion was seconded by Shaffer.
    - ii. Motion carried.
4. **Action: Approval of the Minutes**
  - a. *Frantz made a motion to approve the Minutes.*
    - i. The motion was seconded by Baker.
    - ii. Motion carried.
5. **Citizen Comments**
  - a. None made.
6. **Reimbursements and Invoices**
  - a. Michigan Association of Regions Dues - \$960.00
    - i. *Reid made a motion to approve the Payment of MAR Dues.*
      1. The motion was seconded by Conti.
      2. Motion carried.
  - b. Kalamazoo County Staffing Time - \$2,512.75
    - i. *Shaffer made a motion to approve the Kalamazoo County Invoice.*
      1. The motion was seconded by Conti.
      2. Motion carried.
7. **Treasurer's Report**
  - a. The Treasurer provided a report at the meeting.
    - i. *Frantz made a motion to approve the report.*
      1. The motion was seconded by Baker.
      2. Motion carried.
8. **Transportation/KATS Items**
  - a. KATS staff provided a report at the meeting
  - b. **Action:** Reimbursement Request - \$3,427.95; \$726.17; = **\$4,154.12**
    - i. *Reid made a motion to approve the reimbursement request.*
      1. The motion was seconded by Shafer.
      2. Motion carried.
9. **Discussion/Action: Strategic Calendar Items**
  - a. Update on the partnership with the Upjohn Institute

- i. Staff gave an update on the agreement between the Upjohn Institute and the approval with each Member County. Each county should have the agreement approved before October 1<sup>st</sup>.
  - ii. Discussion ensued regarding the transition of staff and administration. Upjohn Institute Staff attended the meeting and answered several questions from the board.
- b. Action: Transfer of Funds to the Upjohn Institute
  - i. Staff led a discussion about the resolution to transfer SMPC accounts to the Upjohn Institute. Treasurer Reid had a couple questions and concerns about the details of the transfer; there are several invoices that may need to flow through the SMPC accounts before all funds can be transferred. Therefore, changes were suggested to the supplied resolution.
    - 1. *Reid made a motion to approve the Resolution to Authorizing the Transfer of Funds from SMPC Accounts to a W. E. Upjohn Institute Account.*
      - a. The motion was seconded by Frantz.
      - b. The chair asked for a roll call vote.
        - i. All present voted yes.
        - ii. None abstained.

**10. Discussion: Regional Prosperity Initiative**

- a. Staff gave a brief update on the Regional Prosperity Initiative. Staff noted that the Prosperity Plan for the region was coming along and would be finalized this month (September). Reid, Frantz, and Conti also added their experience from attending meeting. The board is interested in the direction of the of RPI and was please to know that it mirrored many aspects of the CEDS.

**11. Discussion/Action: 2015 Budget**

- a. Staff presented a draft of the 2015 budget. Staff noted that the salary calculation was flexible based on the amount of work performed that is directly attributable to SMPC. The board discussed the budget for a brief time. There were no changes suggested. It was noted that the budget will look substantially different when the SMPC accounts are transferred to the Upjohn Institute.
  - i. *Baker made a motion to approve the FY 2015 Budget.*
    - 1. The motion was seconded by Conti.
    - 2. Motion carried.

**12. Discussion: CEDS**

- a. Staff from the Upjohn Institute presented the Comprehensive Economic Development Strategy for Region 3. Special attention was given to the project list within the CEDS; the project list was prioritized by the CEDS Strategy Committee. Upjohn Institute staff also noted when the Strategy Committee met and the future meeting schedule. Several board members remarked that this document was one of the main reasons SMPC was reorganized.

**13. Staff Report:**

- a. Annual Meeting (October) Items
  - i. Staff mentioned that the October meeting is the Annual Meeting for SMPC. At the Annual Meeting the SMPC Board will be asked to do the following:
    - 1. Elect Officers
    - 2. Establish dates, times, and locations of board meetings in FY 2015 and October of 2016

**14. Board Member Comments**

- a. None made.

**15. Action: Adjournment**

- a. The meeting adjourned at 3:28 pm.

***Next Meeting: October 7<sup>th</sup> at the Coldwater Municipal Building***  
 1 Grand Street, Coldwater, MI 49036