



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION MEETING
Tuesday, September 13, 2022 4:30pm
Meridian Service Center
2100 Gaylord Smith Ct, Haslett 48840

REGULAR MEETING – 4:30PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PRESENTATIONS
4. PUBLIC COMMENTS
5. APPROVAL OF AGENDA
6. APPROVAL OF MINUTES
July 12, 2022 Regular Meeting Minutes
7. COMMUNICATIONS
8. ACTION ITEMS
A. HNC By-Law Update
9. DISCUSSION ITEMS
A. Goals and Objectives Roundtable Discussion
10. LAND PRESERVATION REPORT – Commissioner Stephens
11. DIRECTOR’S REPORT
12. PUBLIC COMMENTS
13. OTHER MATTERS AND COMMISSIONERS’ COMMENTS
14. ADJOURNMENT

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained.

Individuals with disabilities requiring auxiliary aids or services should contact Parks & Recreation Director, LuAnn Maisner:
2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: Meridian Service Center, 2100 Gaylord Smith Ct. Haslett, MI 48840



5. Approval of Agenda

September 13, 2022



AGENDA

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6. Minutes
July 12, 2022



**CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING
Meridian Service Center
2100 Gaylord C. Smith Court, Haslett, MI 48840
TUESDAY, JULY 12, 2022 4:30 PM**

PRESENT: Chair, Mary Nardo-Farris; Vice Chair, Ami Van Antwerp; Commissioner, Amanda Lick; Commissioner, Mike McDonald; Commissioner, Mark Stephens
ABSENT: None
STAFF: LuAnn Maisner, Director of Parks and Recreation; Kati Adams, Parks and Land Preservation Superintendent; Ken Plaga, Chief of Police

1. CALL MEETING TO ORDER

Chair Nardo-Farris called the meeting to order at **4:30 pm.**

2. ROLL CALL

Chair Nardo-Farris called the roll of the Commission.

All present.

3. PRESENTATIONS

None

4. PUBLIC COMMENTS

None

5. APPROVAL OF AGENDA

Commissioner Van Antwerp moved **TO APPROVE THE AGENDA AS SUBMITTED.**
Seconded by Commissioner Stephens.

VOICE VOTE: Motion carried unanimously.

6. APPROVAL OF MINUTES

Commissioner Van Antwerp moved **TO APPROVE THE MINUTES OF THE JUNE 14, 2022 REGULAR MEETING.** Seconded by Commissioner Stephens.

VOICE VOTE: Motion carried unanimously

7. COMMUNICATIONS

None

8. ACTION ITEMS

None

9. DISCUSSION ITEMS

A. Posting Signs on Lake Lansing Marsh and Spengler’s Marsh – The Park Commission discussed a request to place “No Hunting” signs in both Lake Lansing Marsh and Spengler’s Marsh properties located at the south end of Lake Lansing on Lake Drive. Neither site provides pedestrian public access. This request was in response to two residents who live on the lake referencing Act 80 of 1925 deeming Lake Lansing and a large portion around it as a Wildlife Sanctuary. If signage is erected at the perimeter of the identified area, it is the responsibility of the Department of Natural Resources. The Park Commission will soon be placing new identification signs on each of the wetland areas but there are no plans for any additional signage.

B. Multi-Use Trail use by Horses – Staff has received numerous complaints about horse droppings left on multi-use trails in Legg, Eastgate, Harris Nature Center and Van Atta Woods Parks. There also is a person who drives a horse-drawn cart on the trails as well. The current Land Preservation Ordinance prohibits draft animals from entering the preserves. The Parks Ordinance does allow for horses but it appears that additional rules related to manure and cart usage are needed. The Commission asked Director Maisner to schedule an informal meeting with local horse farm owners to discuss and obtain additional information before bringing a recommendation forward for consideration.

C. HNCF Proposed By-Law Amendment

The Harris Nature Center Foundation was established in 1997 to assist with fund raising for capital items and new displays for items beyond Park Millage support. The current Foundation members have reviewed the bylaws and recommended “housekeeping” changes that better reflect actual operations. The Commissioners will review the proposed changes and will take action at their next regular meeting.

10. DIRECTOR’S REPORT

- **Celebrate Meridian Festival** – This community festival and fireworks celebration took place on Saturday, June 25 in Central Park and Marketplace on the Green. The day included the farmers market, live entertainment from 11am – 10pm on the Marketplace stage, food vendors, Children’s Fun Zone, business booths, beer and wine garden and fireworks. Many people enjoyed the festivities throughout the day and thanks to our generous sponsors, the event’s expenses were covered through donations (with the exception of staff time). It took the efforts from multiple departments and volunteers to make this event happen.
- **Floating Purification Islands Launched into the Central Park South Pond** – Continuing our efforts to improve the water quality in this pond, five floating islands were anchored in the pond all planted with native wetland plants to absorb and clean the water. These plants were grown from seeds collected in parks and land preserves last year and grown over the winter. Special thanks and recognition to Emma Campbell, Kati Adams, Jane Greenway, the park maintenance staff and the Meridian Township Fire Department who assisted with launching and anchoring the islands.

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- **More Wetland Plantings in the rain garden at Marketplace** – Stewardship Coordinator, Emma Campbell, with assistance from MCC volunteers, planted native wetland plants in the rain garden area to improve filtration and absorption of runoff from the hard surfaces at Marketplace.
- **Summer Programs!**
 - **Camps at HNC** – Every weekday this summer is filled with laughter and learning at summer camp at the Nature Center. All of the camps are running at full capacity!

Allison Goodman and Kati Adams have a special way of making environmental learning fun!

- **Sporties for Shorties** – This Mike Devlin special has been a staple of our department's offerings for 22 years and is as popular today as it was in the beginning. Multiple weeklong classes are offered throughout the year and feature multiple sports for children ages 4-6. These programs are intended to develop gross motor skills, socialization and FUN!
- **July is Parks and Recreation Month! – “Rec on the Move”** is a program created by Recreation Intern, Angela Pontius that includes six different special events at multiple parks throughout the township. Okemos Music Academy signed on to sponsor all six events. The first event was held on Friday, July 8 from 6-8pm that was promoted as a “Field Day” with games such as sack races, parachute play, and free pizza. A total of 200 people attended the free drop-in event! The Pizza was donated by Buddies Pizza. The second event was a Craft Day at Hillbrook Park with free popsicles and ice cream with 150 participants. Upcoming events include events at Hartrick Park, Nancy Moore Park, North Meridian Road Park and Towner Road Park.
- **Meridian Township Farmers Market** – There is not a happier place to be than at Marketplace on the Green on a Saturday or Wednesday! Market Manager, Tom Cary has done a wonderful job of obtaining and managing a wide variety of vendors. The Market on Saturdays has exceeded 3,000 visitors per day and the Wednesday Market has gone from being on life support to a viable, vibrant weekly event with live music and food trucks! Mike Devlin has obtained sponsors to support live entertainment every Wednesday from 6-8:30 pm on the Delta Dental Stage for the **Free Summer Concert Series**, and the attendance has been outstanding! Concerts run from June through September.
- **Youth and Adult Sports** – There are no roots growing under Mike Devlin's feet as he is continually busy with organizing and managing adult leagues for softball, kickball and sand volleyball as well as successful youth baseball, softball and tee-ball programs. The summer youth leagues are engaging over 600 children from

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Okemos, Haslett, and Williamston. Registration is taking place now for flag football and youth soccer.

- **Pavilion Reservations** – Bridget Cannon, Administrative Assistant, has had her hands full with managing pavilion reservations this year as most of our shelters are fully reserved every weekend this summer and also on many weekdays as well.
- **Dog Parks** – There are over 1,200 dogs registered to use our large and small dog park areas. In June, Recreation Intern Angela Pontius conducted a “Yappy Hour” in each of the parks including games, dog treats and music. The events were a huge success as dog parks aren’t only for dogs...they are a place for social interaction between pet parents as well!
- Planning is well underway for the **2022 Meridian Heritage Festival** Scheduled for Saturday, October 1st in Central Park. This program is collaborated with Nokomis and Friends of Historic Meridian.
- **PARK MAINTENANCE TEAM!** – Kati Adams, Larry Bobb, Josh Cannon, Dan Inman, Tom Baker, Troy Goodwin and Traverse Fuller. Now that you have read my monthly report, please realize that the Park Maintenance Team has played a significant role in the preparation, maintenance, clean-up and overall success of all the activities listed above as well as general maintenance and upkeep of all of our parks and pathways! Their hard work and dedication is the foundation of our department’s success.

11. PUBLIC COMMENTS

None

12. OTHER MATTERS AND COMMISSIONERS’ COMMENTS

None

13. ADJOURNMENT

Chair Nardo-Farris adjourned the meeting at 6:24 pm.

The next scheduled meeting is **August 9, 2022** at the Meridian Service Center, 4:30 pm.



8. Action Items

A. HNC By-Law Update



To: Park Commissioners

From: LuAnn Maisner CPRP, Director of Parks and Recreation

Date: September 8, 2022

Re: Harris Nature Center Foundation Proposed By-law Changes

The Harris Nature Center Foundation was established in 2006 to raise funds to provide additional support for Harris Nature Center. The Foundation Board is requesting to update the by-laws to better reflect current operating procedures and titles. After careful review, I support their recommendations with the following additions:

Amend page 1, second paragraph "History" to read:

The Harris Nature Center began operations in 1997, and became an immediate success by serving visitors with a broad variety of environmental education programs that enrich lives and help instill an appreciation and stewardship of our increasingly vulnerable natural world. The Nature Center is situated in the 48-acre Meridian Riverfront Park on the bank of the Red Cedar River and is generously endowed with a combination of beautiful wooded uplands and wetlands. Funding for the Center is provided primarily through the Meridian Township Park Millage with additional support from program fees and charges. Support from the HNCF is vital to further promote and improve current operations and facility upgrades.

Motion for Park Commission Consideration:

MOVE TO APPROVE THE PROPOSED BY-LAW CHANGES OF THE HARRIS NATURE CENTER FOUNDATION WITH THE ADDITION OF THE CHANGE TO THE "HISTORY" PARAGRAPH ON PAGE ONE TO NOW READ:

The Harris Nature Center began operations in 1997, and became an immediate success by serving visitors with a broad variety of environmental education programs that enrich lives and help instill an appreciation and stewardship of our increasingly vulnerable natural world. The Nature Center is situated in the 48-acre Meridian Riverfront Park on the bank of the Red Cedar River and is generously endowed with a combination of beautiful wooded uplands and wetlands. Funding for the Center is provided primarily through the Meridian Township Park Millage with additional support from program fees and charges. Support from the HNCF is vital to further promote and improve current operations and facility upgrades.

HARRIS NATURE CENTER FOUNDATION

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Overview: Mission and Scope of Operations

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The Harris Nature Center Foundation is organized as a nonprofit 501.c.3 entity designed to foster the growth and multi-faceted contributions of the Harris Nature Center to benefit Meridian Township and its surrounding communities. The Foundation is governed by a Board of Directors dedicated to securing the necessary human and financial resources required to carry out its mission. The Board is composed of prominent community leaders-members who are committed to the values that make the Harris Nature Center a vital resource in our community for the enlightenment enjoyment of people of all ages and the protection of our natural heritage today and in the future.

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History

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The Harris Nature Center began operations on 1997, and became an immediate success by now-serving over up to 11,000 visitors of all ages youth and adults per year with a broad variety of environmental education wholesome family-oriented programs that enrich lives and help instill an sense of appreciation and stewardship in our daily living to help us more effectively protect the invaluable benefits we receive from of our increasingly vulnerable natural world. The nature center is situated on a 4833-acre site within the 2040-acre Meridian Riverfront Park on the banks of the Red Cedar River. It is generously endowed with a combination of beautiful wooded uplands and wetlands. From its beginning the Harris Nature Center was envisioned as a vital educational resource sustained largely by program revenues and the kinds of additional financial resources possible through the operation of a supporting foundation. We are today at that critical point in the realization of support the Harris Nature Center dream and vision where the supporting contributions of the Foundation are essential to the continued success of the Center.

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Mission

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The mission of the Foundation is to provide a source of funding for special projects to enhance the facilities and programs of the Harris Nature Center.

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The Harris Nature Center Foundation is designed to garner broad community involvement and commitment for supporting the operation and growth the Harris Nature Center. Through various fund-raising vehicles such as memberships, book and gift sales, special events, and the establishment of an endowment fund, the Foundation will help to make the Center a sustainable operation. In addition, it is envisioned that the Foundation will play a significant role in providing the leadership necessary for promoting and organizing opportunities for volunteer assistance in programming, interpretation, exhibits, publicity, and facility maintenance.

Administration

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The Harris Nature Center Foundation will be governed by a Board of Directors composed of a president, vice president-elect, secretary, treasurer, communications coordinator and up to elevenfiveten members-at-large. The Board will have five-a standing Executive Ceommittees, membership, publicity, finance, projects, and volunteerism, and as many special committees as are necessary to successfully carrying out its mission. The working relationship between the Foundation, Harris Nature Center Senior Park Naturalist Coordinator and the Charter Township of Meridian (represented by the Meridian Township Park Commission), is described in the Partnership Agreement included in the Bylaws.

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HARRIS NATURE CENTER FOUNDATION BYLAWS

ARTICLE I

Identification

- Section 1. The name of this entity shall be the Harris Nature Center Foundation, herein after referred to as "the Foundation".
- Section 2. This Foundation shall be a non-profit corporation, organized and existing under the laws of the State of Michigan, as an independent entity, utilizing non-tax revenues, and operated exclusively for purposes as described in section 501(c)(3) of the Internal Revenue Code. This Foundation will support the Harris Nature Center, located in Okemos, Michigan, in accordance with the authorities granted to it by the Meridian Township Park Commission and Meridian Township Board of Trustees and outlined in the Partnership Agreement (Appendix 1). The Partnership Agreement shall be considered part of the Bylaws.
- Section 3. The fiscal year of the Foundation shall begin the first day of January and end at the close of the last day of December.
- Section 4. The principal and registered office of the Foundation shall be located at the Harris Nature Center, 3998 Van Atta Road, Okemos Michigan, 48864.

ARTICLE II

Mission

- Section 1. ~~The mission of the Foundation is to raise, invest and disburse funds in support of the Harris Nature Center in order to help sustain the Nature Center for generations to come.~~

The mission of the Foundation is to provide a source of funding for special projects to enhance the facilities and programs of the Harris Nature Center.

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ARTICLE III

Board of Directors

- Section 1. The business, property and affairs of the Foundation shall be managed by its Board of Directors, herein after referred to as "the Board".
- Section 2. There shall be not less than ~~seven (7)~~ five (5) and not more than fifteen (15) Directors on the Board.
- Section 3. Each Director shall be elected by the existing Board to a term of three (3) years. The Board may elect a Director multiple times.

Section 4. Any member of the Board may be removed with or without cause by a vote of two-thirds (2/3) of the Board. A director may be removed if three (3) consecutive meetings are missed without notification.

ARTICLE III- Board of Directors (continued)

Section 5. A vacancy on the Board may be filled by a person selected by the remaining Directors pursuant to Section 8 of this Article.

Section 6. Any Director of the Foundation may resign at any time by providing written notice to the Foundation. Notice of resignation will be effective upon receipt or at a subsequent time designated in the notice. A successor may be appointed as provided in Section 8 of this Article.

Section 7. Any person who has attained the age of eighteen (18) ~~fifteen(15)~~ years shall be eligible to be elected to serve on the Board. Directors must be residents of the State of Michigan. Each Director should exemplify, through their personal and professional conduct, the ethical and moral characteristics that are expected of citizens in good standing in Michigan communities. Directors shall possess special competence and expertise to facilitate the purposes of the Foundation in one or more of the following areas:

7.1 Solicitation of funds from the private and public sector.

7.2 Basic knowledge of foundation operations and development.

7.3 Broadening the base of support for the Harris Nature Center and its programs.

7.4 A love of nature and conservation and a genuine appreciation of the natural environment.

Section 8. Potential Board member names will be submitted to the ~~Nominations~~~~Executive~~ -Committee for review and recommendation. The Board, by a majority vote ~~at any regular meeting~~, may elect new Directors.

Section 9. The annual meeting shall ~~be take place by March 31st the first first or second meeting of the~~ ~~fiscal year.~~

Section 10. The Board may set an annual calendar of regular meetings including the time and place. Regular meetings of the Board will be held a minimum of ~~twice four times~~ annually (including the annual meeting).

Section 11. Special meetings of the Board may be called by the President or any four (4) Directors at a time and place as determined by a simple majority of the Board. Notice of the time and place of special meetings shall be given to each Director in any manner at least three (3) days before the meeting.

Section 12. A Director may participate in a meeting by telephone ~~or video~~ conference ~~,virtually,~~ or any similar communications equipment through which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this section constitutes presence in person at the meeting.

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ARTICLE III- Board of Directors (continued)

Section 13. A quorum is defined as:

13.1 A majority of Directors then in office for the transaction of business at any meeting of the Board. The act of the majority of the Directors present at a meeting at which a quorum is present shall constitute authorized actions of the Board.

13.2 Less than a quorum of the Board may meet for the transaction of business at any meeting of the Board. However, all actions taken by the Board at which less than a quorum is present must be ratified by consent to action from those not present to achieve a majority of the Board. Written consents shall be filed with the minutes of the meeting.

Section 14. Any action required or permitted to be taken pursuant to authorization of the Board may be taken without a meeting if, before or after the action, a majority of Directors consent to the action in writing, ~~including email or electronically~~. Written ~~and virtual~~verbal consents ~~shall~~ may be filed with the minutes of the ~~next~~ meeting.

Section 15. Upon request of any Director, their dissenting vote may be recorded in the minutes of the meeting.

Section 16. Directors of the Foundation shall not receive any salary or other compensation. The Directors may submit a request for reimbursement of reasonable expenses to the Treasurer.

ARTICLE IV Do we need Article IV?

Honorary Directors

~~Section 1. The Foundation may not have more than three (3) Honorary Directors to be selected by a majority vote of the Board. The Honorary Directors shall not be elected officers or employees of the Foundation.~~

~~Section 2. An Honorary Director may attend any Board or committee meeting but shall not have the right to vote on any matter before the Board or committee.~~

~~Section 3. An Honorary Director shall serve for terms as specified by the Board.~~

~~Section 4. An Honorary Director may be removed with or without cause by a two-thirds (2/3) vote of the Board.~~

ARTICLE IV

Officers

Section 1. The officers of the Foundation shall be President, Vice President, Secretary, Treasurer and ~~Communications Coordinator, Past President.~~ These officers are the Executive Committee. ~~The Past President may serve an advisory role to the Executive Committee. (This is again describe, although in greater detail in Article VII, Section 5 and thus this should be removed~~

ARTICLE V- Officers (continued)

Section 2. The officers of the Foundation shall be elected annually by the Board at the annual meeting of the Board. If the election of officers is not held at that meeting, the elections shall be held as soon thereafter as may be convenient. Each officer shall hold office while qualified or until the officer resigns or is removed in the manner provided in Section 3 of this Article. A person may serve in any office for up to four (4) consecutive years.

Section 3. Any officer elected by the Board may be removed from office, with or without cause, by a two-thirds (2/3) vote of the Board.

Section 4. A vacancy in any office for any reason may be filled by appointment ~~and~~ by a majority vote of the Board for the unexpired portion of the term.

Section 5. The President shall preside at all meetings of the Board and shall chair the Executive Committee. The President shall act as general administrative head of the Foundation, exercising general control and supervision over the affairs of the Foundation and over the other officers, agents and personnel of the Foundation. The President shall, ~~with the approval of the Executive Committee,~~ appoint the members of each ~~standing-special~~ committee. The President shall be present at the annual meeting and shall present the annual report. The President shall see that all books, reports and/or certificates required by law are properly kept. The President shall perform all duties incidental to the office of the President and such other duties as the Executive Committee may assign.

Section 6. In the absence of the President or in the event of ~~his or her~~ their inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall ~~chair the Nominations Committee and shall~~ perform such other duties as the Executive Committee or President may prescribe.

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Section 7. The Secretary shall attend all meetings of the Board and the Executive Committee and shall keep a true and complete record of the proceedings of such meetings. The Secretary shall give and serve all notices, and file and preserve all important documents, records, reports, and communications. The Secretary shall perform such other duties as the Executive Committee or President may prescribe.

Section 8. The Treasurer shall follow the Fiscal Policy as detailed in Article VII and shall keep correct and complete records of accounts, showing accurately the financial condition of the Foundation. The Treasurer shall be the legal custodian of all monies, notes, securities and other valuables which may from time to time come into the possession of the Foundation. The Treasurer shall promptly deposit all funds of the Foundation in the Foundation's accounts as designated by the Executive Committee. The Treasurer shall disburse funds for accounts payable. The Treasurer shall furnish reports to the Board at regularly scheduled meetings, or whenever requested by

the President. The Treasurer shall file all appropriate tax returns unless the Executive Committee arranges to contract this duty to an outside firm. The Treasurer shall perform such other duties as the Executive Committee or President may prescribe.

Section 9. The Communications Coordinator shall update the website in a timely manner to accurately reflect the activity of the Foundation. The Communications Coordinator shall perform such other duties as the Executive Committee or President may prescribe.

Section ~~10~~9. The Past President or an individual designated by the President shall perform the presidential duties in the absence of the President and the Vice President and shall perform such other duties as the Executive Committee or President may prescribe.

ARTICLE IV- *Officers* (continued)

Section ~~11~~0. No person shall hold more than one (1) office at the same time.

ARTICLE V
Election of Officers

Section 1. By ~~November 30 of two weeks prior to the annual meeting~~ each year, ~~the President the Board shall appoint an Officer Elections Committee of four (4) persons to solicit~~ and accepts nominations of candidates for ~~the~~ offices of President, Vice President, Secretary, ~~and~~ Treasurer, and Communications Coordinator. The slate of officers will be voted on at the Foundation's annual meeting ~~in January~~.

Section 2. Persons nominated to an office shall consist of active Board members of the Foundation. All nominees, including write-ins, must acknowledge a willingness to serve in the office for which they are nominated. Officers shall be elected by majority vote of the Board.

ARTICLE VI
Committees

Section 1. The Board, by resolution adopted by a vote of a majority of its Directors may establish special committees, consisting of one or more Directors as it deems necessary to carry out the business of the Foundation. The Board may also designate one or more Directors as alternate committee members who may replace an absent or disqualified member at a committee meeting. All committees designated by the Board shall serve at the pleasure of the Board.

Section 2. A committee designated by the Board may exercise any powers specified by the Board in managing the Foundation's business and affairs to the extent provided by resolution of the Board. However, no committee shall have the power to:

- 2.1 Amend the Articles of Incorporation;
- 2.2 Adopt an agreement of merger or consolidation;
- 2.3 Amend the Bylaws of the Foundation;

2.4 Fill vacancies on the Board of Director;

~~2.5~~ Fix compensation of the Directors for serving on the Board or on a committee;

~~2.5.2.6~~ Make financial commitments on behalf of the Foundation.

Section 3. Committee members may be non-Directors who volunteer for a committee and are accepted and/or selected by the Board.

Section 4. Committees shall meet as directed by the Board and their meetings shall be governed by these Bylaws. All committees shall report on their activities at regular Board meetings.

ARTICLE VI- *Committees*- Section 2 (continued)

Section 5. The Executive Committee shall be comprised of the duly elected officers of the Foundation, the President, Vice President, Secretary, ~~and~~ Treasurer, and Communications Coordinator, as well as the Past President, and shall be chaired by the President. The Director of Parks and Recreation shall serve as an ex-officio member of the Executive Committee and may designate the Harris Nature Center ~~Coordinator~~ Senior Park Naturalist to serve in ~~his or her~~ their place. The Executive Committee shall meet as needed and all meetings shall be open to all members of the Foundation. During the interim period between meetings of the Board, the Executive Committee shall have and exercise all of the powers and authority of the Board in the management of the Foundation except to the extent prohibited by law. The Executive Committee shall report its actions to the Board at the first meeting of the Board following the meeting of the Executive Committee.

~~Section 6. The Nominations Committee shall be charged with recruiting and submitting names of potential directors to the Board.~~

ARTICLE VII
Fiscal Policy

Section 1. The Board shall authorize, in writing, any officer or officers, agent or agents of the Foundation to enter into any contract or execute any instrument ~~in on~~ its behalf. Such authorization may be general or confined to specific instances. Unless so authorized by the Board, no officer ~~or~~ agent ~~or employee~~ shall have any power to bind the Foundation or to render it liable for any purpose or amount.

Section 2. No loan shall be contracted on behalf of the Foundation, and no evidence of indebtedness shall be issued in its name, unless authorized by the Board.

Section 3. All checks, drafts, or other orders for payment of money, notes and other evidences of indebtedness issued in the name of the Foundation for more than five hundred dollars shall be signed by the Treasurer and the President or a member of the Executive Committee as may be determined by the Board.

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Section 4. All non-endowment funds of the Foundation shall be deposited in credit unions or -or bank banks such bank, banks or other secure interest bearing accounts as the Executive Committee specifies. An endowment is established and maintained by the Foundation.

Commented [WA3]: Is this ok language?

Section 5. On behalf of the Foundation, the Executive Committee may accept or reject any gift, bequest, devise or other contribution for the purposes of the Foundation on such terms and conditions as the Board shall determine.

~~Section 6. The Board shall fix the salaries and other compensation of the employees or other agents of the Foundation.~~

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Section ~~6~~7. Any contract or other transaction between this Foundation and one or more of its Directors, or between this Foundation and any firm of which one or more of this Foundation's Directors are members or employees, or in which one or more of this Foundation's Directors are interested, shall be approved by a vote of a majority of the Directors that do not have an interest. This Section shall not be construed to invalidate any contract or other transaction,

which would otherwise be valid under the common and statutory law applicable thereto.

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~~ARTICLE VIII~~ Fiscal Policy (continued)

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Section ~~7~~8. The Board of Directors shall indemnify its Directors and officers against expenses (including attorney fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by them in connection with any actions or suits brought or threatened against them, including actions by or in the right of the Board of Directors, by reason of the fact that such person was serving as a Director or officer of the Board, to the fullest extent provided by law.

Section ~~8~~9. Unless ordered by a court or otherwise provided by law, the Board shall indemnify a Director or officer only upon determination that such Director or officer acted in good faith and in a manner the Director or officer reasonably believed to be in or not opposed to the Board's best interest. Such determination shall be made (a) by majority vote of a quorum of Directors who were not parties to the action or suit, (b) if a quorum of disinterested Directors is not obtainable, then by a majority vote of a committee of Directors, who were not parties to the action consisting of not less than two disinterested Directors, or (c) by independent legal counsel in a written opinion.

Section ~~9~~10. The Foundation ~~shall~~ may purchase and maintain Directors and officers insurance on behalf of any person who is a Director, officer, ~~employee~~, or volunteer of the Foundation or is serving at the request of the Foundation.

Section ~~10~~1. The Charter Township of Meridian shall be duly authorized to examine records and review internal controls of business operations and evaluate the benefits occurring to the Charter Township of Meridian from its cooperation with the Foundation. The Charter Township of Meridian shall not be liable for any indebtedness or liability of the Foundation.

~~ARTICLE VIII~~ Dissolution

Section 1. Upon dissolution of the Foundation, all assets, real, personal or mixed, shall be distributed to the Charter Township of Meridian or to one or more organizations exempt within the meaning

of section 501(c)(3) of the Internal Revenue Code and engaged in activities similar to the dissolving Foundation pursuant to the Partnership Agreement.

ARTICLE IX

Amendments

- Section 1. Proposals to amend these Bylaws, in whole or in part, may be brought forward at any time by a Director of the Board. There must be 30 days written notice provided to the Board prior to the vote by the Board.
- Section 2. The Bylaws can be amended by a two-thirds (2/3) affirmation vote of the Board Directors who cast a vote. Approved changes shall take effect immediately unless otherwise noted on the ballot.
- Section 3. The Foundation may not alter the Partnership Agreement without written approval of the Meridian Township Park Commission and the Meridian Township Board of Trustees. Any such attempt to do so shall automatically dissolve the Foundation.

ARTICLE X

Execution of Bylaws

The undersigned as the duly elected Secretary of the Foundation hereby certifies that the foregoing constitutes a true and complete copy of the Bylaws of the Foundation.

Secretary

Date

**THE HARRIS NATURE CENTER FOUNDATION
and
THE CHARTER TOWNSHIP OF MERIDIAN

PARTNERSHIP AGREEMENT**

This Partnership Agreement is intended to provide a framework for the relationship between the Charter Township of Meridian (Township), and the Charter Township of Meridian Park Commission (Commission), and the Harris Nature Center Foundation (HNCF), a non-profit organization which provides support for the Harris Nature Center of Meridian Township.

BASIC PREMISES

The HNCF agrees to conduct activities for the support of the Harris Nature Center in accordance with the Harris Nature Center mission and the Township and Commission policies, standards and guidelines.

FUNDRAISING EVENTS AT THE HARRIS NATURE CENTER

The HNCF will reserve Harris Nature Center facilities and equipment through the Harris Nature Center reservation procedures.

MARKETING AND PROMOTIONS

All fundraising materials and events shall clearly identify the HNCF as a fundraising entity for the Harris Nature Center. The HNCF, Commission, and Township shall acknowledge each other's efforts in press releases and marketing when appropriate. The HNCF shall abide by the "Naming Rights Policy" set by the Park Commission. Requests for special consideration may be requested if unique circumstances arise.

FINANCIAL RECORDS

Income derived from HNCF sales, fundraisers and other funding vehicles shall be deposited in an HNCF account of a ~~HNCF credit union~~, bank, ~~other licensed financial institution~~, ~~account~~ or other secure interest bearing account. Financial records for the HNCF shall be kept by the HNCF and shall be available for inspection by the Commission and Township at any reasonable time.

CONTRIBUTIONS

Contributions from the HNCF to the Township are subject to appropriate Township and Commission approval.

EQUAL OPPORTUNITY AND ACCESS

The HNCF and its Directors ~~or employees~~ shall not discriminate because of race, religion, color, ancestry, sex, age, national origin, gender identity, sexual orientation, marital status, mental disability, or physical handicap disability against any person by refusing such person any accommodation, facility, service, privilege or

membership offered to or enjoyed by the general public.

NON-DISPLACEMENT POLICY

HNCF volunteers ~~and employees~~ are not Township employees and this Agreement is not intended to replace Township or Commission staff members.

CONSTRUCTION

HNCF may provide funding to the Harris Nature Center for construction, alteration, repair, reconstruction, restoration, or improvement to the Harris Nature Center building and property after reviewing the plans, specifications, and contracts as approved by the Commission, the Parks and Recreation Department, and Township.

STORAGE OF RECORDS AND MEETING SPACE

This Partnership Agreement reflects the commitment of the Township to work cooperatively with the HNCF for the benefit of visitors to the Harris Nature Center. When available, the Township will provide for the storage of archival records, and a suitable location for HNCF meetings on the Harris Nature Center site.

REVERSION

If at any time the HNCF shall cease to exist or shall no longer have the ability to continue to perform the responsibilities of this Agreement, then all assets, real, personal or mixed, shall be distributed to the Township in an account dedicated to the Harris Nature Center.

APPROVAL

The terms of this partnership agreement shall be effective upon the date of the last signature listed below.

MODIFICATIONS

This Agreement ~~will shall~~ be reviewed ~~as needed annually on the anniversary of the signing of this Agreement.~~ Any signatory may contact the other with recommended changes to the Agreement. Modifications, amendments or waivers of any provisions of this Agreement may be made only by the mutual written consent of all the parties.

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LIABILITY

The Township, its officers, trustees, agents, elected or appointed officials, employees, departments, boards, commissions and contractors shall not be liable for any indebtedness or liability of HNCF.

HNCF shall defend, indemnify and hold harmless, the Township, its officers, trustees, agents, elected or appointed officials, employees, departments, boards, commissions and contractors from any liability which they might have, or liability which might be asserted against them, arising out of or resulting ~~from~~ from the

acts or omissions of HNCF, its officers, agents, employees, contractors, successors or assigns.

Harris Nature Center Foundation Nominating Procedure

1. Any ~~Board member may identify a~~ prospective new Board member ~~and have him~~ will be required to fill out an application ~~or gather information about him and then present~~ submit it to the Board ~~as a referral for nomination consideration.~~
2. ~~The Board of Directors may or may not agree to seek the nomination of the prospective member~~
3. ~~2.~~ 2. The prospective ~~Director nominee~~ may ~~then~~ be ~~(a)~~ invited to attend a Board meeting ~~or (b) nominated to the Board.~~
4. ~~3.~~ 3. The Board will ~~vote to~~ accept or reject the nominee by a majority vote.

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Harris Nature Center Foundation Policy on Donations

1. All donors and potential donors will be given the opportunity to select where their donation monies will be applied. Categories may include, but are not limited to the following.
 - a. General Fund
 - b. Endowment Fund
 - c. School Bus Scholarships Fund
 - d. Current Project Fund

2. If a donor declines to select a donation category, the monies will be placed in a fund(s) at the discretion of the Foundation.~~into the general fund which includes support to the School Bus Scholarship Fund and the Current Project Fund.~~

- ~~3. If a donor declines to select a donation category and the donation is a memorial, the monies will be placed in the endowment fund.~~

4.3. The Foundation may, by majority vote, alter the placement of funds as listed here.

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Harris Nature Center Foundation

Board of Directors

~~159~~ Board Members consisting of
President
~~President Elect or~~ Vice President
Secretary
Treasurer
~~Communications Coordinator~~
~~Five-Ten Trustees~~Members-at-Large

Standing Committees:

- ~~Executive Committee (Officers)~~

Special Committee:

- ~~Created on an as needed basis~~
- ~~Development~~
- ~~Publicity~~
- ~~Audit~~
- ~~Volunteer~~
- ~~Other~~

Membership

Members may serve on committees of the Harris Nature Center Foundation.

~~Friends of the Harris Nature Center~~ ~~Corporate Membership~~
~~Individual~~ ~~Various Levels~~
~~Family~~
~~Community Groups (Church, Service Group, School)~~

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**HARRIS NATURE CENTER FOUNDATION
FUNDRAISING STRATEGY COMMITTEE
DEFINING THE RESPONSIBILITIES OF BOARD MEMBERS**

Providing adequate resources to meet the HNCF's mission is the primary responsibility of the members of the Board of Directors. All board members should consider the Harris Nature Center Foundation to be a philanthropic priority and work to maximize the funds needed to support the projects of the Harris Nature Center.

All board members should accept their fundraising responsibilities by:

~~1. Making an annual gift and by financially contributing to all fundraising events.~~ The annual gift is a demonstration of the board's commitment to fundraising that is important to other potential donors, particularly foundations and major donors. ~~100% participation~~ by the board makes a clear statement that board members sincerely believe in the importance of the various projects. The amount of the gift is not as important as the participation of every board member in the giving programs. Plan on giving according to your financial capacity and commitment to the cause. An occasional "stretch" gift should also be given regardless of the specific amount.

~~2. Giving time to fundraising beyond regular board meetings.~~ Of course, giving of your time is also important but everyone should realize that volunteering your time is not the equivalent of giving money and should not be considered to be a substitute for gifts to the extent of your capacity.

~~3. Solicit contributions from your friends, relatives and colleagues.~~ Members of the board may not have access to people with money who also have a willingness to support the Harris Nature Center. Consider asking that family members make a contribution to the HNCF on holidays, birthdays and other special occasions in lieu of a present.

~~4. Recruit new board members who are likely to have access to major donors.~~ Business owners, bank branch managers and professionals are examples of individuals who may have abilities and contacts that will expand our base of potential donors. An ability to write proposals for grants is also an important skill for a potential board member.

The expectation of personal board member giving is a relatively new one for many boards and board members but a committed and effective board needs to focus of the mission of the HNCF.

MISSION OF THE HARRIS NATURE CENTER FOUNDATION.

To provide a reliable source of funding for special projects to enhance the quality of nature appreciation and education at the Harris Nature Center. This needs to match the mission as stated on page 1

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HARRIS NATURE CENTER FOUNDATION

Commitment and Responsibilities of HNCF Board of Directors

Composition of the Board of Directors

To the extent possible, the Harris Nature Center Foundation seeks to create and maintain a Board of Directors whose membership reflects

1. the diverse attributes of the Meridian Township population, and its neighborhood, school, and business communities, and
2. the diverse areas of expertise, experience, and interest necessary to pursue its mission effectively (including but not limited to the law, finance and accounting, business management and investment, public and non-profit funding, fund-raising and event planning and management, natural resource development and management, education, biology/ecology).

Attributes and Commitments Expected of Directors

Until the HNCF can, and decides to employ a staff, Directors must through their participation collectively, accomplish the Foundation work. To this end, in agreeing to join the HNCF Board, Directors are committing to active participation in HNCF activity as follows:

1. Attending the regularly scheduled meetings of the Board of Directors and contributing to the identification and completion of the business conducted at these meetings.
2. Making an annual personal financial contribution commensurate with ability.
3. Making an additional commitment of time and personal expertise to the work of the Board by
 - a. Serving on Board committees as they are created on an ad hoc or permanent basis.
 - b. Assisting in organizing and implementing HNCF events
 - c. Promoting HNCF and its mission in professional and personal networks
 - d. Recruiting Directors when they are needed
 - e. Attending HNCF events, and other events relevant to HNCF's mission
 - ~~f.~~ Attending Harris Nature Center events or programs where Board representation would further HNCF's mission or understanding
 - ~~f.~~ Attending meetings with partner organizations (e.g., Meridian Township Parks Commission and Board Meetings) when necessary
 - ~~g.~~ h. Contributing personal skills (e.g., writing, presenting) and resources when needed to accomplish Board actions

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Individual Directors will participate in ~~that a~~ combination of the ~~work elements~~ activities listed above that correspond with their unique areas of expertise, skills, and resources.



9. Discussion Items

A. Goals and Objectives

Roundtable Discussion



To: Park Commission
From: LuAnn Maisner CPRP, Director of Parks and Recreation
Date: September 8, 2022
Re: Goals and Objectives for Parks 2023 and Beyond-Roundtable Discussion

The purpose of this agenda item is for the Park Commission to reflect upon recent growth of the park system, current and future maintenance needs, and goals and objectives for the future. I am a firm believer that details matter. The discussion will require your input for items big and small to create a roadmap for parks moving forward. The current Park Millage is set to expire in 2024. Discussions such as these are important to start now.

2023-2028 CIP – PARKS

<u>Year</u>	<u>Project Name</u>	<u>Cost</u>	<u>Funding Source</u>
2023	Central Park Pavilion Renovation, Landscaping	\$100,000	Park Millage
2023	New Park signs	\$100,000	Park Millage
2023	Historical Village Building Repair	\$60,000	Park Millage
2024	Ferguson Park Canoe Launch Renovation	\$150,000	Park Millage/Grant
2024	Wonch Canoe Launch	\$100,000	Park Millage/Grant
2024	Towner Road Playground	\$150,000	Park Millage
2024	Okemos Road Park Bike Trail Hub	\$400,000	Park/Pathway Millage, grants
2025	Ottawa Hills Playground Replacement	\$ 75,000	Park Millage,
2025	Marshall Park Playground Replacement	\$150,000	Park Millage
2925	Barrier-free Playground	\$600,000	Park Millage, grants
2026	Nancy Moore Park Playground	175,000	Park Millage/grant
2026	Hillbrook Park Restroom Building	\$250,000	Park Millage, Grants
2027	Nancy Moore Park Pavilion	\$200,000	Park Millage/grant
2027	Nancy Moore Park Loop Trail	<u>\$100,000</u>	Park Millage/grant
2028	Central Park Improvements-Splashpad	\$500,000	Park Millage, Federal or State Grants
2028	Snell-Towar Recreation Center Improvements	\$185,000	Park Millage, Grants
2028	Meridian Riverfront Park Trail Improvements	\$1,000,000	Park Millage, Pathway Millage, Federal/State Grants
2028	Wonch Park Improvements – Restroom, Streambank, WiFi	\$500,000	Park Millage, Grants

Budgeted Projects for 2023:

1. **Central Park Pavilion Renovation** – new sidewalks, landscaping, paint or vinyl siding.
2. **Historical Village Buildings Maintenance and Repair**
3. **Park Sign Replacement Project**

Work Plan for 2023:

1. **Engineering Services for Ferguson Park Canoe Landing Renovation and Wonch Park Accessible canoe dock.**
2. **Conduct meetings and develop a plan for** a barrier-free playground and begin fundraising efforts.
3. **Design plans for new parcel on Okemos Road** to include a trail hub for the MSU to Lake Lansing Trail and a more prominent entrance for Nancy Moore Park.
4. **Implement Repair and Maintenance plan in the Historical Village**



10. Land Preservation Report

Presented by: Commissioner Stephens