

MACOMB COUNTY ART AUTHORITY
MINUTES
September 10, 2019

At a meeting of the Macomb County Art Institute Authority held on Tuesday, September 10, 2019 at 4:00 pm in the Macomb County Administration Building, BOC Committee Room, 9th Floor, Mount Clemens, the following members were present:

Members Present:

Jennifer Callans
Jennifer Miller
Ed Bruley
Rodney Tolbert
William Wood

Others Present:

Dave Flynn, Senior VP Public and Community Affairs, DIA
Christine Kloostra, Exec. Director Marketing & Communications, DIA
Julie McFarland, Public Affairs Officer, DIA
Lillian Demas, Macomb County Rep. to the DIA Board of Directors
Daniel Hart, Plante Moran (via phone)
Veronica Cook, Plante Moran (via phone)

Members Absent:

Pamela Lavers
Gene Klida

CALL TO ORDER

There being a quorum of the Authority present, the meeting was called to order at 4:02 p.m.

ADOPTION OF AGENDA

Motion made to adopt agenda by Jennifer Miller, supported by Rodney Tolbert. MOTION CARRIES

APPROVAL OF MINUTES

Motion made to approve minutes from April 16, 2019. Motion by Ed Bruley, supported by Rodney Tolbert. MOTION CARRIES

MANAGEMENT REPRESENTATION LETTER

Receive and file management representation letter. Motion by Ed Bruley, supported by Rodney Tolbert. MOTION CARRIES

PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR ENDING NOVEMBER 30, 2020

Opened public hearing on proposed budget at 4:09 pm. Lillian Demas only member of the public attending. Motion to close public hearing at 4:10 pm made by Ed Bruley, supported by Jennifer Miller. MOTION CARRIES

ADOPTION OF APPROPRIATIONS BUDGET

Motion to approve made by Jennifer Miller, supported by Rodney Tolbert. MOTION CARRIES

AUTHORIZATION TO SIGN L-4029

Motion made by Ed Bruley, supported by William Wood. MOTION CARRIES

AUTHORIZATION TO APPROVE LEGAL NEWS

It was discussed to add a line item to our appropriations resolution as an expenditure. It was also suggested that the dollar amount for public notification be approved at the meeting prior to the budget meeting. Motion to approve made by Jennifer Miller, supported by Rodney Tolbert. MOTION CARRIES

PRESENTATION BY PLANTE MORAN

Veronica Cook presented the end of the year audit letter. The letter indicates that audit procedures are designed to obtain reasonable assurance that the financial statements are free from material misstatement. No deficiencies observed with internal controls and no misstatements communicated this year.

Financial statements were covered with no questions from the Board. Motion to accept audit as presented by Rodney Tolbert, supported by Ed Bruley. MOTION CARRIES

PRESENTATION BY THE DIA

Update provided by Dave Flynn. Inside/Out will be placed at Metro Airport. A three year agreement has been signed with Oakland Community College which will include family programming, public programming and college VPS training for all full time faculty. Agreements have been made with L'anse Creuse Schools for all 3-7 graders to visit the museum. Third graders at Warren Consolidated will also be visiting. Professional development has been increasing. A Native American curator has been hired. Working on a communication and awareness plan.

Julie McFarland presented the six month review via power point and the DIA packet was distributed.

DISCUSSION OF DIA BOARD TERMS

Jennifer Callans and Pamela Lavers researched information on board terms, where they found no indication of terms for appointees. A discussion ensued regarding these term limits. Donald Ritzenhein and Lillian Demas are both term out in 2022. Everyone agrees terms should stagger. Since they are both up in 2022, one will be offered a transition period and then rotate at that point.

Motion that the length of current terms to end in 2021 and 2022. Motion made by Jennifer Miller/supported by Rodney Tolbert. MOTION CARRIES

Motion to implement board terms no longer than (2) 3 years, staggered so they are not up at the same time.

Motion made by Jennifer Miller, supported by William Wood. MOTION CARRIES

Suggestion to appoint a sub-committee to determine qualifications and application processes going forward. Also to help determine how long the individuals would need to be off the board before reappointment. Establish new rules and regulations. Anyone wishing to be part of this committee, contact Jennifer Callans. Motion to establish this subcommittee by Jennifer Miller, supported by Rodney Tolbert. MOTION CARRIES

OTHER BUSINESS

Motion to amend the appropriations resolution 2019 to show contact services to \$3000, and amend payments to the DIA to \$5,546,246 to reflect increase in these services. Motion made by Jennifer Miller, supported by William Wood. MOTION CARRIES

The next meeting is scheduled for December 3, 2019 at 4:00 pm.

PUBLIC PARTICIPATION

No public participation

ADJOURNMENT

Motion to adjourn made by Rodney Tolbert, supported by Ed Bruley. MOTION CARRIES

Meeting adjourned at 5:53 pm