CUPPAD REGIONAL COMMISSION
EXECUTIVE COMMITTEE MEETING
Meeting Minutes

SEPTEMBER 27, 2018
2:00 p.m. EST

CUPPAD office
2950 College Ave
Escanaba, MI 49829

PRESENT
J. Doucette, Alger County
D. Rivard, Delta County
J. Linder, Menominee County
M. Perilloux, Schoolcraft County (arrived later)
J. Beaudo, Hannahville Indian Community

OTHERS PRESENT
Dotty LaJoye, CUPPAD Executive Director
Michelle Viau, CPA, CFO Michigan Works

1. CALL TO ORDER
The meeting was called to order at 11:00 p.m. by Vice Chairperson J. Doucette; roll call was taken, and a quorum was not present initially. All recommendations for adoption were officially adopted when there was a quorum present.

2. APPROVAL OF AGENDA
MOTION TO RECOMMENDATION TO APPROVE OF THE AGENDA AS PRESENTED WAS MADE BY D. RIVARD, J. BEAUDO; MOTION CARRIED.

3. ACCEPTANCE OF THE MINUTES
MOTION TO ACCEPT THE MINUTES FROM THE EXECUTIVE COMMITTEE MEETING ON SEPTEMBER 27, 2018, WAS MADE BY D. RIVARD, SUPPORTED BY J. LINDER; MOTION CARRIED.

4. TREASURER’S REPORT
J. Beaudo explained how there has been some confusion about the budget and what some of the numbers actually mean. She wonders if where is say EXCESS REVENUES (Expenditures/ to be billed) is actually a dollar amount that needs to be billed or is it extra funds. Michelle explained that sometimes it is both and that she will delineate those numbers on future budgets. There was some discussion about the Delta County GIS and Dotty and Michelle will look into why there is an overcharge on that project. Michelle will be present at all Executive Committee meetings to assist with any budget questions that arise. MOTION TO ADOPTION THE TREASURER’S REPORT AS PRESENTED WAS MADE BY J. BEAUDO, SUPPORTED BY D. RIVARD; MOTION CARRIED.

5. UNFINISHED BUSINESS
5.A  Budget Review: J. Beaudo described the process followed to develop a conservative budget. She explained that now the budget only contains the dollar amounts from the projects that have signed contracts. All pending projects with their projected revenues, including RPI, were eliminated so the Commission can see exactly what CUPPAD has a time of the budget review. The Commission can also see that there is not an unreasonable amount of money that will need to be brought in to make up for the budget’s deficit amount of $46,156. The budget can be amended as the contracts come in.  **MOTION TO ACCEPT THE BUDGET FOR the FISCAL YEAR 2019 WAS MADE BY J. BEAUDO, SECONDED BY D. RIVARD; MOTION CARRIED.**

**COMMISSIONER DISCUSSION**
J. Doucette inquired about CUPPAD’s Bylaws and if they require CUPPAD to conduct quarterly Regional Commission meetings on a rotating basis across the six-county region. LaJoye looked through the CUPPAD Regional Commission Bylaws and confirmed that they do not require the Commissioners to rotate their meetings throughout the region. Commissioners discussed the advantages of having the regional meetings in one location on a regular basis such as the boardroom at the Michigan Works and CUPPAD offices in Escanaba. Doing so would provide a predictable location that is centrally located within the region where there is a desirable meeting location designed to facilitate government meetings; the regional commission members and visitors would have access to CUPPAD staff and there would be more opportunity for CUPPAD staff to present information or projects that could assist the local units of government. J. Linder was identified as the commissioner most inconvenienced as he will always have to travel the farthest, however, he does not think traveling will be a problem for him and that very few Menominee County people attend the CUPPAD Regional Commission meetings even when they are being held in Menominee County. Commissioners recommended that CUPPAD seek input from all CUPPAD members by the next Regional Commission meeting scheduled for February 22, 2019, in Delta County where they will make an informed decision.

6.  **EXECUTIVE DIRECTOR REPORT**
D. LaJoye provided an update on the Art Place grant. She explained that she has been in discussion with the Senior Program Officer for Art Place, Leila Tamari and they discussed some of the changes that have occurred such as not having a comprehensive cultural plan. LaJoye explained to Tamari that she has been in contact with Arts Midwest to learn about why a plan never evolved. Arts Midwest explained their consultant’s role but admitted the consultant was not able to organize the UP Art Alliance to the level of producing a UP wide Cultural Master Plan. Arts Midwest also explained that the consultant has retired but they were made aware of a database being developed by the UP Art Alliance that will list the cultural assets across the Upper Peninsula. Leila Tamari said that she is not so much concerned about changes that have occurred. Instead, she would like the partners to come together and produce projects that express the intent of the grant. She is afraid the partners are working independently on public art projects and she wants us to work together to address the cultural challenges in the Upper Peninsula as discussed in the grant application. Leila Tamari also stated that she has no interest in requesting the Arts Place funds be returned to Art Place, that a grant amendment will not be needed and that we may need more time to complete our projects so the grant will likely need an extension. J. Doucette asked D. LaJoye if she could get those statements in writing. D. LaJoye will provide that statement from Leila Tamari at the next Executive Committee meeting.  **MOTION TO APPROVE THE EXECUTIVE DIRECTOR’S REPORT WAS MADE BY J. BEAUDO AND SECONDED BY D. RIVARD, MOTION CARRIED**
7. **AUDITOR SELECTION**
Commissioners were updated on the need the select an auditor to perform the CUPPAD audit for the year ending 9/30/2018. Commissioners agreed that efficiencies develop with auditors that are familiar with the organizations they have worked with in the past. **MOTION TO APPROVE HIRING GABRIDGE AND COMPANY FOR CUPPAD AUDIT YEAR ENDING 9/30/2018 WAS MADE BY D. RIVARD, SECONDED BY J. LINDER; MOTION CARRIED.**

8. **REGIONAL PROSPERITY INITIATIVE**
Commissioners were updated on the RPI grant application submittal for 2019 in the amount of $340,000 per our entitled amount as a Council under tier II. CUPPAD also applied for the additional amount of $70,000 newly offered by the state for integrated asset management. The grant deadline was over a month early this year likely due to the change in governors in January. The list of projects was presented with the understanding that some projects may be eliminated when the funds are delivered. We are eligible to ask for $340,000 but we only get $271,346. Two new members are being recommended for approval by the CUPPAD Executive Committee. One is Steve Martin with the Menominee County ISD. Steve will fill the sector representation requirements for Adult Education. Also, T.J. Thomas, Delta County EDO, is being recommended to replace Vick Schwab. **MOTION TO APPROVE STEVE MARTIN AND T.J. THOMAS AS NEW COUNCIL MEMBERS TO THE RPI WAS MADE BY J. LINDER, SUPPORTED BY D. RIVARD; MOTION CARRIED.**

9. **FEDERAL REVIEW**
The City of Menominee is applying for funding from USDA Rural Development for a Utility Replacement Program. **MOTION TO SUPPORT THE CITY OF MENOMINEE’S APPLICATION TO THE USDA RURAL DEVELOPMENT FOR FUNDING ASSISTANCE FOR WATER AND SEWER IMPROVEMENTS WAS MADE BY J. LINDER, SUPPORTED BY D. RIVARD; MOTION CARRIED.**

10. **ITEMS FROM THE EXECUTIVE COMMITTEE**
D. Rivard mentioned that the Delta County Jail is near completion; J. Linder is working on better representation for the Menominee County Road Commission; J. Beaudo explained that her and Ray Anderson continue to work on the Executive Director evaluation. D. LaJoye will provide them with an updated ED job description, the Commissioners will review it, make any changes and then adopt. The new adopted ED job description will provide them with the job requirements to base their evaluation upon.

11. **ADJOURNMENT**
**MOTION TO ADJOURN AT 12:11 PM CST WAS MADE BY J. LINDER, SUPPORTED BY D. RIVARD; MOTION CARRIED.**