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  
J. Beaudo, Hannahville Indian Community  

OTHERS PRESENT  
Dotty LaJoye, CUPPAD Executive Director  
Peter Van Steen, Transportation Planner  
Sue Butenhuis, Gabridge & Company  

1. CALL TO ORDER  
The meeting was called to order at 2:00 p.m. by Chairperson Gerald Corkin; roll call was taken, and a quorum was present.  

2. APPROVAL OF AGENDA  
MOTION TO APPROVE OF THE AGENDA AS PRESENTED WAS MADE BY R. ANDERSON, SUPPORTED BY D. RIVARD; MOTION CARRIED.  

3. ACCEPTANCE OF THE MINUTES  
MOTION TO APPROVE THE AUGUST 23, 2018 MINUTES WAS MADE BY J. DOUCETTE, SUPPORTED BY J. LINDER; MOTION CARRIED.  

4. TREASURER’S REPORT  
Treasurer Jill Beaudo, remarked everything is consistent, but she has questions and needs to talk with Michelle Viau. Jill would like her to participate at the next meeting. J. Beaudo questioned the amount spent for MCACA grant administration and are we allowed to keep the difference. Discussion on the ArtPlace grant and the $30,000 for a consultant to develop a cultural plan. Dotty mentioned she corresponded with Art Place in response to their inquiry of the cultural plan but did not receive a response; Dotty indicated to Art Place that a Plan was not prepared but described the merits of the current projects being undertaken and felt there would not be a greater artistic outcome if one was done. A contract for consultant services was signed by Emily Schada on behalf of CUPPAD; it was not signed by either Joel Schultz or Dotty LaJoye. R. Anderson raised the question of who the signatory on contracts and grant agreement is; it is the Chair or Executive Director. Dotty explained the work that was done by Arts Midwest to bring the UP Art Alliance together and organize the group as a 501 (c)(3) non-profit, but they expended the $30,000 before doing the plan. The consultant (Sharon Rodning...
Bash) who provided the assistance has since retired. R. Anderson suggested CUPPAD send a letter to the consultant to produce the cultural plan. **MOTION TO SEND A LETTER TO ARTS MIDWEST/ SHARON RODNING BASH TO COMPLETE THE CULTURAL PLAN PER THE CONTRACT OR RETURN THE MONEY WAS MADE BY C. REITER, SUPPORTED BY R. ANDERSON; MOTION CARRIED.** **MOTION TO ACCEPT THE TREASURER’S REPORT AS PRESENTED WAS MADE BY J. BEAURO, SUPPORTED BY R. ANDERSON; MOTION CARRIED.**

D. Rivard inquired if CUPPAD has any savings account or certificates of deposit? There is the restricted account from the sale of the building.

Discussion on having Michelle Viau at the next Executive Committee. It was the consensus of the board to send a letter to Michelle Viau requesting she attend the next Executive Committee to discuss the financial reports she prepares.

5. **UNFINISHED BUSINESS**

5.A Draft Audit Review: Sue Butenhuis, Gabridge & Company reviewed and presented the audit for FY 2017. She reviewed management’s responsibility and the auditor’s responsibility and indicated the unqualified opinion as presented in the Audit is what everyone should strive for. J. Beaudo mentioned that the revenue expected from Contracted Services was $60,118 less than budgeted for and membership dues collected was only $21,007 having budgeted $55,000 as revenue for local dues. **MOTION TO ACCEPT THE AUDIT FOR THE YEAR ENDED SEPTEMBER 30, 2017 WAS MADE BY C. REITER, SECONDED BY R. ANDERSON; MOTION CARRIED.**

R. Anderson indicated CUPPAD should start on the next audit for FY 2018. **MOTION TO OBTAIN DOLLAR AMOUNTS FROM AUDITORS TO PREPARE AN AUDIT WAS MADE BY C. REITER, SECONDED BY R. ANDERSON; MOTION CARRIED.**

5.B Budget Review for FY 19: Discussion on budget amounts presented. J. Beaudo questioned where the budget numbers came from and how the dollar amount for “pass-through” was developed. G. Corkin asked J. Beaudo to work with Dotty in preparing more realistic numbers for the budget. R. Anderson questioned the need to have to have a budget in place since the fiscal year starts Monday. **MOTION TO APPROVE THE BUDGET AS PRESENTED WITH THE KNOWLEDGE THE BUDGET WILL BE AMENDED AT A LATER DATE WAS MADE BY R. ANDERSON, SUPPORTED BY G. CORKIN; MOTION CARRIED.**

6. **EXECUTIVE DIRECTOR REPORT**
Dotty Laloye reported new contracts were signed: City of Kingsford Capital Improvement Plan, Ely Township Recreation Plan, and Escanaba city façade grant administration. Dotty reported she received the quote from BKC Insurance today. Dotty mentioned that Delta County insurance only covers equipment they own, and Michigan Works insurance only covers equipment they own. We need to review the proposal and cost. R. Anderson suggested getting another quote for the Board. Dotty mentioned the RPI grant application is due October 15 this year; the RPI Committee held a special meeting to review project submissions for the RPI grant. **MOTION TO ACCEPT THE EXECUTIVE DIRECTOR’S REPORT WAS MADE BY J. DOUCETTE, SUPPORTED BY C. REITER; MOTION CARRIED.**

7. **NEW BUSINESS**
7.A MCACA Minigrant Review and Approval: The MCACA mini-grant review committee met and approved the following projects for funding: Manistique Area Schools- $4,000, Players de Noc, Inc (POD)- $1,500, Maple Ridge Township- $2,500, Lake Effect Community Arts Council- $2,000, Powell Township School District- $3,600, Peninsula Arts Appreciation Council- $4,000; those not recommended for funding are: Dickinson Area Community Foundation, City of Escanaba, and Fresh Coast Film Festival. **MOTION TO APPROVE THE RECOMMENDATION OF THE MCACA MINIGRANT REVIEW COMMITTEE WAS MADE BY J. BEAUDO, SUPPORTED BY D. RIVARD; MOTION CARRIED.**

7.B Executive Director Performance Review: Dotty has been the director for two years. Discussion on performance review of the Executive Director. G. Corkin appointed R. Anderson, J. Beaudo and D. Rivard to serve on a committee that has the responsibility and authority to come up with an evaluation process. The goal is before January 1.

7.C FY 2019 Meeting Schedule: **MOTION BY J. BEAUDO, SECONDED BY D. RIVARD TO APPROVE THE FY 2019 MEETING SCHEDULE, MOTION CARRIED.**

7.D Omar Doran Retirement from CUPPAD Regional Commission: **MOTION TO SEND A LETTER OF APPRECIATION TO OMAR DORAN FOR HIS MANY YEARS OF DEDICATED SERVICE TO THE CUPPAD REGIONAL COMMISSION WAS MADE BY D. RIVARD, SUPPORTED BY C. REITER; MOTION CARRIED.**

8. REGIONAL PROSPERITY INITIATIVE (RPI)
**MOTION TO OFFER RESOLUTION OF SUPPORT FOR THE FISCAL YEAR 2018 GRANT APPLICATION WAS MADE BY R. ANDERSON, SUPPORTED BY J. BEAUDO; RESOLUTION ADOPTED.**

Resolution In Support of Central Upper Peninsula Planning and Development Regional Commission Application on behalf of the Central Upper Peninsula Regional Prosperity Council

WHEREAS, Governor Snyder and the Michigan Legislature have created the Regional Prosperity Initiative, and,

WHEREAS, in 2012 the State of Michigan formed a Regional Reinvention Initiative Committee to plan for improving collaboration between Michigan’s Regional Planning Agencies, Work Force Development Agencies, Adult Education Providers, Economic Development Agencies, and other agencies; and

WHEREAS, in August 2013 the Regional Reinvention Initiative Committee introduced the Regional Prosperity Initiative that includes ten new Prosperity Regions and various levels of funding to enhance collaboration and to develop a Five Year Regional Prosperity Plan for each of Michigan’s ten Prosperity Regions; and

WHEREAS, the Regional Prosperity Initiative is intended to foster greater communication and collaboration among organizations involved in economic development, education, workforce development, regional planning and transportation agencies, local and state government, and private business, and

WHEREAS, the Central Upper Peninsula Planning and Development Regional Commission will serve a 6 county area which includes numerous local governments as well as higher education, adult education, economic development, workforce development, and transportation organizations; and,

WHEREAS, only the one (1) regional planning agency in the 6 county region is qualified to receive funding under the Regional Prosperity Initiative,

NOW THEREFORE BE IT RESOLVED THAT the Central Upper Peninsula Planning and Development Regional Commission submit the grant application on behalf of the Central Upper Peninsula Regional Prosperity Council; and,

FURTHER RESOLVED, to authorize Gerald Corkin, Chairperson, and Dotty LaJoye, Executive Director, to sign the application forms.
Roll Call Vote:

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9. **FEDERAL REVIEWS**

None

10. **NEXT MEETING DATE AND TIME**

The next meeting is scheduled for October 26, at 11:00 am. Joe Linder suggested the next meeting be held at Hannahville Island Resort and Casino.

11. **ITEMS FROM EXECUTIVE COMMITTEE**

Schoolcraft (Mike Perilloux) will be going to New Jersey to give appreciation to the Robert Wood Foundation for funding the Walk Manistique Project.

Hannahville (Jill Beaudo)- 2% grant applications are due Sunday and will be renovating the youth center in January.

Delta (Dave Rivard)- The county will start putting prisoners in the jail in about 3 months. The county has new employee health and wellness programs; Aspen Dental and Starbucks are nearing/completed in Escanaba, and new chamber building has started funded by $2 million in donations.

Menominee (Joe Linder) The county still squabbling over the airport.

Marquette (Gerry Corkin) The county board has approved a budget, settled union contracts and has reduced health insurance costs.

12. **ADJOURNMENT**

The meeting was adjourned at 3:37 p.m. by Chairman Corkin.

*Minutes prepared by Peter Van Steen*