

LCTV ENDOWMENT FUND BOARD  
THURSDAY, MARCH 3, 2016  
7:00 P.M.

1. **CALL TO ORDER; ROLL CALL**

The meeting was called to order at 7:06 p.m. by Chair Dennis Kent.

Present:	City of Lowell	Dennis Kent Mark Mundt Barb Zandstra
	Lowell Charter Township	Bill Thompson Sue Simmonds
	Vergennes Township	Tim Wittenbach
Absent:	None	
Also Present:	Mayor Jim Hodges and Sue Ullery.	

2. **ELECTION OF OFFICERS**

a. Chairperson

IT WAS MOVED BY ZANDSTRA and seconded by THOMPSON to nominate Dennis Kent as Chairman.

IT WAS MOVED BY THOMPSON and seconded by WITTENBACH to close the nominations.

YES: 5. NO: 0. ABSENT: 1. MOTION CARRIED.

b. Vice Chair

IT WAS MOVED BY SIMMONDS and seconded by WITTENBACH to nominate Bill Thompson as Vice Chair

IT WAS MOVED BY WITTENBACH and seconded by ZANDSTRA to close the nominations.

YES: 5. NO: 0. ABSENT: 1. MOTION CARRIED.

C. Recording Secretary

IT WAS MOVED BY KENT and seconded by SIMMONDS to nominate Barb Zandstra as recording secretary.

IT WAS MOVED BY THOMPSON and seconded by KENT to close the nominations.

YES: 5. NO: 0. ABSENT: 1. MOTION CARRIED.

3. **APPROVAL OF AGENDA**

IT WAS MOVED BY THOMPSON and seconded by KENT to approve the agenda as modified.

YES: 5. NO: 0. ABSENT: 1. MOTION CARRIED.

4. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY KENT and seconded by THOMPSON to approve the minutes as modified.

YES 5. NO: 0. ABSENT: 1. MOTION CARRIED.

3. **PUBLIC COMMENTS**

City Clerk Sue Ullery read an email from Patty Sellner stating she would be resigning from the LCTV Endowment Fund Board.

4. **REVIEW OF MEMBERS**

CITY:	Vacant	-	until term on City Council expires
	Patty Sellner	-	term expiring 12/31/16
	It was noted City Council will appoint a member to replace Sellner		
	Dennis Kent	-	term expiring 12/31/17
	Barb Zandstra	-	term expiring 12/31/15

LOWELL CHARTER TOWNSHIP:

William C. Thompson	-	until term on Township Board expires
Sue Simmonds	-	term expiring 12/31/16

VERGENNES TOWNSHIP:

Tim Wittenbach	-	until term on Township Board expires
----------------	---	--------------------------------------

5. **OLD BUSINESS**

a. **Listing of 2009, 2010, 2011, 2012, 2013, 2014 and 2015 grant awards.** The Board reviewed the list of grants awarded for the past several. The board asked Ullery to review any outstanding grant requests such as the purchase of the golf cart from Kent County Youth Fair, restrooms at Stoney Lakeside Park and the Urban Forest.

6. **NEW BUSINESS**

a. **Review amount of grant funds available for awards.** The Board was informed that the total value of the LCTV Endowment Fund is \$2,397,500.12 with about \$114,878.23 available to be allocated toward the 2016 grants.

b. **Discussion regarding the City Council Resolution.**

The boardmembers discussed the following motion made by the City Council at its September 8, 2015 meeting.

*“At the request of the LCTV Fund advisory committee the Council committed to giving them prior notice of the amount that will be available for distribution. Howe recommended that all of the spendable balance in the fund be made available to the committee so that the Council can receive their recommendations for the 2015-16 fiscal year.*

*IT WAS MOVED BY ELLISON and seconded by ALTFOT that the Lowell City Council authorizes all of the spendable balance of the LCTV Fund for the 2015-16 fiscal year to be available for recommendations from the LCTV Fund advisory committee.*

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.”

- c. **Discuss application process, timeline and lessons from last year.** The consensus of the Board was to have the grant applications ready and begin advertising as soon as possible. The grants will be due by 5:00 p.m. on Friday, February 12, 2016. Ullery will have the grants available for the Boardmembers to pick up no later than noon on Friday, February 19, 2016.
  - d. **Review grant application. Any necessary revisions?** The Board reviewed the introduction letter and grant application and made any necessary changes.
  - e. **Schedule future meeting.** The Board set the following meetings, March 3<sup>rd</sup>, 8<sup>th</sup> and 15<sup>th</sup> (if necessary) at 7:00 p.m. to discuss the 2016 grant applications. The grants will be presented on the March 21, 2016 City Council agenda for the final decision
7. **PUBLIC COMMENTS.** Boardmember Simmonds stated she was happy to see the board was back on the right track. All other members agreed.
8. **ADJOURNMENT.**

IT WAS MOVED BY THOMPSON and seconded by KENT to adjourn at 8:17 p.m.

---

Dennis J. Kent  
Chair

---

Barb Zandstra  
Recording Secretary