

**MINUTES OF THE
SUMMERFIELD TOWN COUNCIL
SPECIAL CALL MEETING
SUMMERFIELD TOWN HALL
APRIL 23, 2009
5:30 PM**

NOTE: The official minutes are a CD recording of the meeting. The following is a summary of the events of the meeting.

The meeting was called to order at 5:32 pm by Mark Brown.

INTRODUCTIONS:

Council:

Mark Brown, Mayor
Dena Barnes
Alicia Flowers
Becky Strickland
Bob Williams
John Wray

Staff:

Michael Brandt, Town Manager
Dana Luther, Finance Officer
Valarie Halvorsen, Town Clerk
William Hill, Town Attorney

Barnes made a motion to approve the consent agenda, which consists of the meeting agenda. The motion was seconded by Wray and carried unanimously.

BUSINESS FROM TOWN MANAGER:

A. Discussion /approval of Architect Proposal for Concession/Restroom Building at Summerfield Athletic Park (continued from April 14)

Brandt stated 6 RFQs were received, 3 of those firms interviewed, and Fuller Architecture was selected. He discussed their proposal, noting cost cutting efforts. There was discussion of the project budget and the merits of having a one or two story building, and whether money should be expended on an architecturally designed site built structure or a prefab building. It was decided by consensus to have Brandt gather information on two story prefab buildings and bring the information to the May 12, 2009 council meeting.

B. Discussion of Memorandum of Agreement between Town, Summerfield Youth Council, and Summerfield PTA (continued from April 14)

Brandt discussed the main items in the agreement: the PTA, SYC, and Town each provide volunteers with the Town controlling placement of those volunteers, each agency responsible for background checks of their volunteers, the first \$3000 to be divided 2/3 to the PTA and 1/3 to the SYC, additional proceeds to be divided PTA 35%, SYC 20%, and Town 45% with exclusions for agency specific sales. Following discussion about the background check process and placement of youth volunteers, it was agreed that background checks should be conducted on those 16 and older using ABC123 and help with interpretation of the information would be provided if needed.

Brandt will bring the completed agreement back to council after getting feedback from the PTA.

C. Discussion of fund raising activities by Town of Summerfield

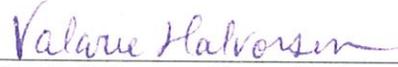
There was discussion of the many rules associated with collecting money and the different interpretations of those rules, the difference between a donation and a sponsorship, the possibility of fund raisers creating a 501(c)3 when soliciting for various projects, fund raisers having a letter of authorization from the Town, the

need for committees to spend collected funds in a timely manner, and the need to create a fund raising policy. It was decided by consensus that Brandt and Luther will draft a fund raising policy.

With no further business before the Town Council, Barnes made a motion to adjourn at 6:46 pm. The motion was seconded by Williams and carried unanimously.



Mark E. Brown, Mayor



Valarie Halvorsen, Town Clerk