



## 5. Agenda

### July 12, 2022



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
PARK COMMISSION MEETING  
Tuesday, July 12, 2022 4:30pm  
Meridian Service Center  
2100 Gaylord Smith Ct, Haslett 48840

---

**REGULAR MEETING – 4:30PM**

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PRESENTATIONS
4. PUBLIC COMMENTS
5. APPROVAL OF AGENDA
6. APPROVAL OF MINUTES  
June 14, 2022 Regular Meeting Minutes
7. COMMUNICATIONS
8. ACTION ITEMS  
NONE
9. DISCUSSION ITEMS
  - A. Posting Signs on Lake Lansing Marsh and Spengler’s Marsh
  - B. Multi-use Trail use by Horses
  - C. HNCF Proposed By-Law Amendments
10. DIRECTOR’S REPORT
11. PUBLIC COMMENTS
12. OTHER MATTERS AND COMMISSIONERS’ COMMENTS
13. ADJOURNMENT

---

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained.

Individuals with disabilities requiring auxiliary aids or services should contact Parks & Recreation Director, LuAnn Maisner:  
2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: Meridian Service Center, 2100 Gaylord Smith Ct. Haslett, MI 48840



**6. Minutes**  
**June 14, 2022**



**CHARTER TOWNSHIP OF MERIDIAN  
 PARK COMMISSION REGULAR MEETING  
 Meridian Service Center  
 2100 Gaylord C. Smith Court, Haslett, MI 48840  
 TUESDAY, JUNE 14, 2022 4:30 PM**

**PRESENT:** Chair, Mary Nardo-Farris; Vice Chair, Ami Van Antwerp; Commissioner, Amanda Lick; Commissioner, Mike McDonald  
**ABSENT:** Commissioner Mark Stephens  
**STAFF:** Jane Greenway, Senior Parks and Land Management Coordinator; Rebecca Fisher, Stewardship Intern

**1. CALL MEETING TO ORDER**

Chair Nardo-Farris called the meeting to order at **4:38 pm**.

**2. ROLL CALL**

Chair Nardo-Farris called the roll of the Commission.

All present other than Commissioner Stephens.

**3. PRESENTATIONS**

**Eagle Scout Project – Zach Sieloff, Bike Fix-It Station at Eastgate**

Zach was not present at the meeting. Staff will reach out to him to ask him to attend a future Park Commission meeting.

**B. Rebecca Fisher – Report on Floating Islands**

Rebecca gave a presentation on the recent installation of the floating islands in Central Park South. Five islands have been delivered and native plants were installed in the islands by 12 volunteers. The islands are currently “beached” on the edge of the pond as they are being watered for three weeks. After that they will be launched into the pond. The floating islands are a green technology that “biomimics” natural floating wetlands to clean the water and provide habitat in a variety of ponds, lakes, and other waterbodies. The intention is that the islands will quickly create a diverse floating ecosystem. Plants flourish due to the greater access to sunlight than on the shore and the ability to float which allows the roots to have a constant supply of water. The island will quickly attract small aquatic life forms, butterflies, dragonflies, birds, turtles, frogs, ducks, and fish.

The commissioners were excited to hear about the planting day and look forward to a “launch party” that will be planned in the future.

**4. PUBLIC COMMENTS**

Emily Stivers, 1010 Cliffdale, Haslett, Ingham County Commissioner and Ingham County Park Board Commissioner  
 Susan Andrews, 6088 Columbia Street, Haslett

## Minutes – Park Commission

June 14, 2022 - DRAFT

Page 2

They stated that some residents are concerned about duck hunting on Lake Lansing. Duck hunting was observed in the fall of 2020 and again in fall of 2021. There is a small area greater than the 450 feet from homes near the south end of the lake that the hunters are utilizing to comply with the required isolation distance for hunting. Lake Lansing was established as a Wild Life Sanctuary in 1925. At one time, there were signs posted noting the Sanctuary Lake status, but signs have since been removed. Township police and the Michigan DNR said they cannot enforce without signs being posted to alert hunters that there is No Hunting. Residents have asked the DNR to re-post Sanctuary Lake/No Hunting signs. The DNR then asked for a review by the Attorney General's Office. The AG's guidance was to not re-post signs. However, the Sanctuary Lake status has not been revoked. The homeowner's association is willing to raise funds for signage, if township is willing to deem as a park with no hunting with firearms. Ms. Andrews presented a mock-up for the NO HUNTING sign that could be placed at the Township's Lake Lansing Marsh property on the south side of the lake. Ms. Stivers said that Ingham County will post NO HUNTING signs on their properties (Lake Lansing South and the boat launch) along with the rules and will also post the rules on the Ingham County website. The Ingham County Park Board will discuss this further at their July 11 meeting.

Commissioners are requesting conversation with township police, attorney for further guidance with legality of hunting on Lake Lansing before making signage decisions. Director Maisner will follow up on this.

### 5. APPROVAL OF AGENDA

Commissioner Van Antwerp moved **TO APPROVE THE AGENDA AS SUBMITTED.**

Seconded by Commissioner Lick.

VOICE VOTE: Motion carried unanimously.

### 6. APPROVAL OF MINUTES

Commissioner Lick moved **TO APPROVE THE MINUTES OF THE MAY 10, 2022 REGULAR MEETING.** Seconded by Commissioner McDonald.

VOICE VOTE: Motion carried unanimously

### 7. COMMUNICATIONS

A. Eastgate Park – horses on trails

Commissioner Lick moved **TO ACCEPT AND PLACE ON FILE THE LISTED ITEMS OF COMMUNICATION.** Seconded by Commissioner McDonald.

VOICE/HAND VOTE: Motion carried unanimously.

### 8. ACTION ITEMS

A. None

### 9. DISCUSSION ITEMS

Roundtable Discussion on Various Topics

#### A. CIP – Capital Improvement Plan 2023-2028

Jane Greenway presented the proposed CIP plan for 2023. This plan assists with planning,

## Minutes – Park Commission

June 14, 2022 - DRAFT

Page 3

funding, and coordination of capital projects of \$5,000 or more in the Township. The plan is reviewed annually by the Park Commission. The Commission was asked to pay special attention to the projects included for 2023 as those projects will be included in the 2023 budget request. Staff presented recommendations including: Central Park Pavilion Renovation; Historical Village Buildings Maintenance and Repair; and Park Sign Replacement. The Park Commission unanimously agreed that the projects should be prioritized. Further discussion will be held at the July meeting.

**B. Red Cedar River Trail Project with Rotary Club** – Jane Greenway presented an update on the recent development of a regional Rotary Club’s initiative to develop an adopt-a-river program. The intention is to develop a safe and navigable water trail along the Red Cedar River. The steering committee will provide guidance to the Rotary clubs so that they are able to provide outreach to get volunteers involved to help clear the river. Ingham County Parks has pledged to coordinate wayfinding signage.

### 10. DIRECTOR’S REPORT

1. **Eagle Scout, Ethan Olds** completed his Eagle Scout project by planting a wetland buffer near the pond in Central Park South.
2. **Five floating purification islands** were planted over the weekend for launching into the pond in Central Park South. They will remain on land for three weeks to monitor and manage a watering schedule. Short fences were also installed deter geese. The islands will be anchored in various areas of the pond.
3. The Harris Nature Center Foundation hosted its second “**Music in Nature**” concert on Sunday, June 12.
4. Our intern Angela Pontius planned and implemented our first “**Yappy Hour**” event at the Large Dog Park on Monday, June 13 with music, dog treats, goodie bags, pup cups, and tons of fun. Participants brought their dog along with their favorite beverage. A total of 25 dogs participated.
5. The **Free Wednesday Summer Music Concerts** started in June and will run through September from 6-8:30pm.
6. The Farmers Market is going strong on Saturdays and Wednesdays. Tom Cary is doing a great job in managing this program.
7. Harris Nature Center Summer Camp programs are full for the entire summer with a large waiting list. Camp begins on Monday, June 20.
8. Plans are underway for the **HNC 25<sup>th</sup> Anniversary Celebration** with scheduled for Saturday, July 23. The formal portion of the event is scheduled for 11am. Please mark your calendars and plan to attend. We will also be conducting the ribbon cutting for the pavilion and restroom. The HNC Foundation will also cut the ribbon on the new bird overlook deck and formally gift it to the Park Commission. The day is filled with nature programs, guided walks and tours.
9. Emma, Rebecca and Commissioner Mark Stephens hosted the **Free Fishing Weekend Fishing Derby** in the Historical Village on Sunday, June 12.
10. **CELEBRATE MERIDIAN FESTIVAL** is set to take place on Saturday, June 25 with activities at Central Park and at Marketplace on the Green. The Farmers Market kicks off the day followed

## Minutes – Park Commission

June 14, 2022 - DRAFT

Page 4

by food trucks, live music, Childrens' game area with inflatable obstacle courses, business booths and of course, FIREWORKS!

11. **Vandalism** – in May and June, some of our parks experienced graffiti in numerous locations multiple times. The police were able to apprehend the culprit and we have pressed formal charges. Damage and clean-up is estimated at over \$4,000.
12. We have received a large number of complaints about **horses in parks** and horse poop on multi-use trails. This is a topic that the Park Commission will need to address in the near future. Eastgate, Legg and HNC seem to be the parks with the highest use based on the nearby horse farms on Meridian Road. There also is a person who rides a cart pulled by a horse on the trails. We have received complaints about horse droppings on trails for years but not like we have in 2022.

### 11. PUBLIC COMMENTS

None

### 12. OTHER MATTERS AND COMMISSIONERS' COMMENTS

None

### 13. ADJOURNMENT

Chair Nardo-Farris adjourned the meeting at 7:30 pm.

The next scheduled meeting is **July 12, 2022** at the Meridian Service Center, 4:30 pm.



## 9. Discussion Items

- A. Posting Signs on Lake Lansing Marsh and Spengler's Marsh**
- B. Multi-use Trail use by Horses**
- C. HNCF Proposed By-Law Amendments**



9.A.

**To: Park Commissioners**  
**From: LuAnn Maisner CPRP, Director of Parks and Recreation**  
**Date: July 7, 2022**  
**Re: Posting Signs in Lake Lansing Marsh and Spengler's Marsh**

---

Recently, a few residents from Lake Lansing reached out to the Park Commission and to the Ingham County Parks Board regarding their desire to for the Park Commission and Ingham County to post “No Duck Hunting” signs in our respective parks around the Lake. They have cited the Pine Lake Wildlife Sanctuary Act 80 of 1925 which designates a large area in and around the Lake as a Wildlife Sanctuary prohibiting hunting, trapping, and fishing on public and private properties in the designated area. Many people at the state feel this Act is outdated and needs revisiting. My understanding is that the Department of Natural Resources staff in hesitant to take any action at this time based on the Act’s validity

This is a complicated topic for many reasons. For Meridian Township Parks, there are no public access areas on either of our two marsh parcels that would warrant placement of a rules sign, but new identification signs are scheduled for installation later this summer.

Our Police Chief, Ken Plaga has directed us to speak with the Department of Natural Resources for any posting and enforcement related to this issue.

Ingham County Parks has referred this topic to their legal counsel for direction. At this point, Lake Lansing is not under the Meridian Township Park Commission’s jurisdiction and does not have a public access point on the lake, therefore, it is staff’s recommendation to not act at this time. Director Maisner will report to the Park Commission the legal opinion obtained from Ingham County when available.

**PINE LAKE WILD LIFE SANCTUARY**  
**Act 80 of 1925**

AN ACT to create a district or refuge in Ingham county to be known as “Pine Lake Wild Life Sanctuary” in which it shall be unlawful to kill, catch, or destroy any wild game animals, wild game or song birds, their offspring or eggs, and to protect fish in any breeding ponds that may be constructed for that purpose and to provide a penalty for the violation thereof.

**History:** 1925, Act 80, Eff. Aug. 27, 1925.

*The People of the State of Michigan enact:*

**317.221 Pine Lake wild life sanctuary; territory.**

Sec. 1. The territory situated in the county of Ingham, described as follows, to-wit: Commencing at a point on the line between the counties of Clinton and Ingham where the north and south quarter line of section 3 in township 4 north, range 1 west, intersects said county line; thence running east on said county line to a point where the north and south eighth line in the northeast quarter of section 2, township 4 north, range 1 west, intersects the county line; thence running south along said eighth line to a point where said line intersects what has heretofore been known as the right-of-way of the Michigan United Railway; thence running southwesterly along said right-of-way to a point where the right-of-way would have intersected with the road or street running east and west through the village of Haslett; thence running west along said street to where it intersects a portion of a certain improved gravel road; thence running north along said highway and the east side of what is shown on the plat of the village of Haslett as the farm of Charles Benson, and continuing along said road until it intersects the north and south quarter line of section 3 as aforesaid; thence running north along the road and the said quarter line to the place of beginning, shall be and constitute a refuge for wild game animals and game birds known as “Pine Lake Wild Life Sanctuary.”

**History:** 1925, Act 80, Eff. Aug. 27, 1925;—CL 1929, 6123;—CL 1948, 317.221;—Am. 1955, Act 12, Eff. Oct. 14, 1955.

**Compiler's note:** Pine Lake is now known as Lake Lansing.

**317.222 Pine Lake wild life sanctuary; unlawful acts; permit to hunt carnivorous game; permit to keep certain game; supervision; prima facie evidence.**

Sec. 2. It shall be unlawful for any person to hunt, trap, capture, kill or otherwise destroy any wild game animals, wild game or song birds, their young offspring or eggs in the district hereinbefore described, or to molest the homes, nests or houses of such wild game animals or wild game or song birds. A permit may be granted by the conservation commission to a person or persons to hunt carnivorous birds and animals on said premises. Nothing herein contained shall be construed to prohibit any person from keeping the animals or birds herein mentioned in captivity under a permit granted therefor by any law now in force or which may be hereinafter enacted. The state department of conservation is specifically charged with the supervision of the refuge hereby created and with the enforcement of the provisions of this act. It shall be prima facie evidence of hunting on said refuge for any person other than an officer charged with enforcing the provisions of this act to be found thereon with a loaded gun outside of his home or buildings owned or occupied by him.

**History:** 1925, Act 80, Eff. Aug. 27, 1925;—CL 1929, 6124;—CL 1948, 317.222.

**317.223 Pine Lake wild life sanctuary; unlawful to take fish.**

Sec. 3. It shall be unlawful for any person to interfere with or destroy or take away in any manner any of the fish that are being reared in any of the ponds in said territory.

**History:** 1925, Act 80, Eff. Aug. 27, 1925;—CL 1929, 6125;—CL 1948, 317.223.

**317.224 Pine Lake wild life sanctuary; posted notices.**

Sec. 4. The refuge herein established shall be posted in the manner following: A notice shall be posted on each corner of said refuge, stating which corner it is. Notices shall also be posted at reasonable distances along the boundary line of said refuge. The notices shall also state that all persons are prohibited from hunting thereon.

**History:** 1925, Act 80, Eff. Aug. 27, 1925;—CL 1929, 6126;—CL 1948, 317.224.

**317.225 Violation of act; penalty.**

Sec. 5. Any person violating any of the provisions of this act shall be deemed guilty of a misdemeanor and shall upon conviction thereof be subject to a fine of not less than 25 dollars nor more than 100 dollars or imprisonment in the county jail for a period of not more than 90 days or by both such fine and imprisonment

in the discretion of the court.

**History:** 1925, Act 80, Eff. Aug. 27, 1925;—CL 1929, 6127;—CL 1948, 317.225.



9.B.

**To: Park Commissioners**  
**From: LuAnn Maisner CPRP, Director of Parks and Recreation**  
**Date: July 7, 2022**  
**Re: Multi-use Trail use by Horses**

---

Over the years, we have heard complaints from our trail users about horse feces on the natural Trails. This year, the complaints have increased. Because of the number of horse farms and Meridian Road and Van Atta Road, almost all of our complaints are targeted in Meridian Riverfront Park and Ted Black Woods.

Earlier this year, a letter was mailed to these property owners requesting their assistance with cleaning up after their horses. Since the letters were sent, I received confirmation from one person that they are now using a catch bag when using our trails.

Draft Animals are allowed by ordinance in Township Parks, but are prohibited in Land Preserves. All trails in our parks are designated "multi-use". With that being said, it is everyone's personal responsibility to be good stewards of our public areas. Listed below are options for further discussion:

1. Amend the Park Ordinance to prohibit draft animals in Parks.
2. Require horse owners to remove feces (as we require of pet owners) or face fines
3. Require horses to wear a catch bag when on park property.
4. Obtain information from trail user groups such as local horse owners, cyclists, runners, walkers, dog walkers and cross-country skiers to obtain input/consensus for the creation of a rules and user etiquette guide for Meridian Township Trails.
5. Create/designate one area as a Horse Trail.
6. Other



9.B.

**Meridian Township**  
5151 Marsh Road  
Okemos, MI 48864

P 517.853.4000  
F 517.853.4096

**Township Board:**

**Patricia Herring Jackson**  
*Township Supervisor*

**Deborah Guthrie**  
*Township Clerk*

**Phil Deschaine**  
*Township Treasurer*

**Scott Hendrickson**  
*Township Trustee*

**Kathy Ann Sundland**  
*Township Trustee*

**Marna Wilson**  
*Township Trustee*

**Courtney Wisinski**  
*Township Trustee*

**Frank L. Walsh**  
*Township Manager*

April 19, 2022

Dear Park Neighbor,

It has been brought to our attention by local residents that there has been an increasing amount of horse manure on the trails as well as damage from horses being on trails during the rainy season in Eastgate Park, Harris Nature Center and Legg Park.

Our park trails are multi-use in nature, and accommodations may be necessary to maintain harmony among trail users. Please use courtesy and a little extra care while using park trails.

- If your horse drops manure on the trail, get off and clear it off the trail or use a pail to collect and then remove the manure from the park. Another option is to use a horse manure bag.
- Clean up after your horse in the parking lot if you have transported your horse using a trailer. Do not leave manure or urine puddles lying about. Bring a muck bucket and a manure fork to clean up with. Wash away urine with a few buckets of water.
- Please refrain from using the natural trails during the spring and fall when trails are wet and the most vulnerable to erosion.

Thank you for your help in maintaining our park trails. Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Kati Adams  
Parks and Land Preservation Superintendent  
[kadams@meridian.mi.us](mailto:kadams@meridian.mi.us)  
517.853.4616

9.B.



*Charter Township of Meridian  
Thursday, July 7, 2022*

## Chapter 54. Parks and Recreation

**Cross references:** Outdoor assemblies, § 38-186 et seq.; streets, sidewalks and other public places, ch. 58; vegetation, ch. 82.

**State law reference:** Township parks, MCL 42.1, 41.421 et seq.

### Article I. In General

§ 54-1. through § 54-25. (Reserved)

### Article II. Public Conduct in Parks

#### § 54-26. Definitions.

[Code 1974, § 34-2]

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

#### **CAMPING**

The overnight lodging or sleeping of a person or persons on the ground or in any manner or in a sleeping bag, tent, trailer-tent, trailer coach, vehicle camper, motor vehicle, or in any other conveyance erected, parked, or placed within any park.

#### **COMMISSION**

The Charter Township of Meridian Park Commission.

#### **MOTOR VEHICLE**

Any vehicle which is self-propelled by any means whatever, including all devices in, upon, or by which any person or property may be transported or drawn, excluding wheelchairs or other ambulatory assistance devices or devices moved exclusively by human power.

#### **PARKING**

Permitting a vehicle to remain standing, whether occupied or not, when not loading or unloading.

#### **PARKING AREA**

Any off-street area, whether paved or not, which is designated for public parking.

#### **PARK, PARK PROPERTY and TOWNSHIP PARK PROPERTY**

Any property owned by the Township and delineated as a park or natural area in the Township's community park and recreation plan.

#### **RULES AND REGULATIONS**

Written rules and regulations and any amendments thereto concerning the use and maintenance of Township park property, adopted by the commission and approved by the Township Board, copies of which are available to the public at the Township parks office and the Clerk's office.

**Cross reference:** Definitions generally, § 1-2.

## § 54-27. Ordinance interpretation.

[Code 1974, § 34-27]

The commission shall be the body responsible for the interpretation of this article. A decision of the commission concerning an interpretation of this article may be appealed to the Township Board within 10 days of the date of the decision.

## § 54-28. Emergency powers.

[Code 1974, § 34-26]

The Township may establish emergency rules necessary to protect the health, welfare, and safety of park visitors and to protect park property, including, but not limited to, ordering all persons off park property, and closing all or any portion of a park.

## § 54-29. Township park personnel.

[Code 1974, § 34-25]

Nothing contained in this article shall be construed as prohibiting Township employees or agents from performing work or activities at any Township park at a time and in a manner directed by the Township.

**Cross reference:** Officers and employees, § 2-51 et seq.

## § 54-30. Special park use permits.

[Code 1974, § 34-3]

- (a) The commission or its designee may grant a permit for a special park use which otherwise is prohibited by this article when, in its discretion, the commission or its designee determines that adequate sanitary and safety precautions will be taken, that the activity will not unreasonably interfere with the use of the park and neighboring property by others, and that there is adequate security against damages to the Township.
- (b) An activity which involves an exhibition or performance which may reasonably be expected to cause large numbers of persons to congregate shall be considered a special park use requiring a permit under this section. Outdoor gatherings of persons in excess of 500 in number must also comply with the provisions of Chapter 38, Article V, regulating to outdoor assemblies.
- (c) Application for a special park use permit shall be made 45 days in advance of the time of any special park use being requested.

## § 54-31. Fees and charges.

[Code 1974, § 34-4]

Fees and charges may be assessed for the use of any park facility, land, area, or program in accordance with the rules and regulations on park user fees.

## § 54-32. Hours.

[Code 1974, § 34-5]

No person shall remain upon park property between sundown and sunrise except by a special park use permit.

## § 54-33. Reservation of facilities.

[Code 1974, § 34-6]

A group or gathering of 10 or more persons may use an area within a park, to the limited exclusion of others, only by a special park use permit in accordance with the rules and regulations on reservations. The use of any athletic field within park property for organized competition or practice shall be by special park use permit.

## § 54-34. Destruction of park property.

[Code 1974, § 34-7; Ord. No. 2003-02, 1-7-2003]

No person on Township park property shall damage, deface, destroy, or remove any shrub, tree, flower, or natural resource or other public property or throw or deposit trash or litter on park property except in designated containers. Any violation of this section is a misdemeanor punishable as provided by this Code.

## § 54-35. Park wildlife.

[Code 1974, § 34-8; Ord. No. 2003-02, 1-7-2003]

No person on Township park property shall hunt, trap, catch, wound, or kill or attempt to trap, catch, wound, or kill any bird or animal or molest or rob any nest of any bird or any lair, den, or burrow of any animal. Fishing shall be allowed in a Township park, subject to all state and local laws. Any violation of this section is a misdemeanor punishable as provided by this Code.

**Cross reference:** Animals, ch. 10.

## § 54-36. Firearms and other weapons.

[Code 1974, § 34-9; Ord. No. 2003-02, 1-7-2003]

No person shall, at any time, bring upon the Township park property, nor possess or discharge anywhere upon such property, any firearm of any description, or air-rifle, spring gun, bow and arrow, sling, or any other form of weapon potentially dangerous to wildlife and human safety, or any instrument that can be loaded with and fire blank cartridges, or any kind or trapping device. Shooting into park property from beyond park boundaries is prohibited. This section however, shall not apply to any duly appointed law enforcement officer while carrying out the duties and responsibilities of their position. Any violation of this section is a misdemeanor punishable as provided by this Code.

## § 54-37. Dogs and other pets.

[Code 1974, § 34-10]

- (a) Permitted. Dogs and other pets may be brought upon park property, unless posted otherwise.
- (b) Control. Any dog on park property shall be upon a leash of six feet or less, unless posted otherwise, and shall be under the immediate control of a competent person at all times.
- (c) Removal of feces. Any person having custody of a dog on park property shall immediately remove all feces deposited by such dog on any public footpath, athletic field or other area frequented by

the public, and shall dispose of same in a sanitary manner.

- (d) Public buildings. No dog or pet shall be allowed to enter any public building.
- (e) Application to guide, service, or leader dogs. This section does not prohibit the use of guide dogs, service dogs, or leader dogs as provided and defined in § 502c of the Michigan Penal Code (MCL § 750.502c).

## § 54-38. Bicycles.

[Code 1974, § 34-11]

Bicycles may be ridden in any Township park, unless posted otherwise. Bicycles ridden on park property shall remain upon designated paths, trails, or roadways.

## § 54-39. Motor vehicle traffic and parking.

[Code 1974, § 34-12]

- (a) No person shall operate or park any motor vehicle of any kind, including snowmobiles and motorcycles, except maintenance and security vehicles, upon any park land, including public footpaths, except on public roads and designated parking areas.
- (b) No person shall leave, or cause to be left, any motor vehicle upon park property when the park is closed. Members of the Township department of public safety are authorized to remove any such motor vehicle at the owner's expense.

**Cross reference:** Traffic and vehicles, ch. 74.

## § 54-40. Horses and other draft animals.

[Code 1974, § 34-13]

A horse or other draft animal may be brought upon park property, unless posted otherwise, as long as the horse or draft animal is under the immediate control of a competent person at all times. No person shall ride a horse on park property in a careless, negligent, or reckless manner so as to endanger persons or property.

**Cross reference:** Animals, ch. 10.

## § 54-41. Camping.

[Code 1974, § 34-14]

No person shall camp in a Township park, except in an area designated for such purpose, and in accordance with the rules and regulations on camping in parks and public grounds.

## § 54-42. Fires.

[Code 1974, § 34-15; Ord. No. 2003-02, 1-7-2003]

- (a) The following provisions shall govern fires in the Township's parks:
  - (1) No person shall willfully set or cause to be set on fire any tree, woodland, brushland, grassland, or meadow within park property.

- (2) No person shall drop, throw, or otherwise scatter lighted matches, burning cigars, cigarettes, tobacco paper, or other flammable materials within park property.
- (3) No person shall build any fire within park property except in designated grills, firepits, receptacles, or open spaces designated for such purpose. All cooking within park property shall be restricted to Township supplied grills.
- (4) Fires within park property shall not be left unattended. All fire shall be extinguished upon leaving the immediate vicinity.
- (5) Fires within park property are subject to the conditions and restrictions of the Township's burning ordinance.

(b) A violation of Subsection 54-42(a)(1) is a misdemeanor punishable as provided by this Code.

**Cross reference:** Fire prevention and protection, ch. 26.

## § 54-43. Fireworks.

[Code 1974, § 34-16; Ord. No. 2003-02, 1-7-2003]

No person shall fire, discharge, or have in their possession any rocket, firecracker, torpedo, squib, or other firework or any substance of an explosive nature within park property. Any violation of this section is a misdemeanor punishable as provided by this Code.

**Cross reference:** Fireworks, § 26-1.

## § 54-44. Swimming.

[Code 1974, § 34-17]

No person shall swim or bathe in any drain or pond located within park property.

## § 54-45. Boating.

[Code 1974, § 34-18]

No person shall bring, use, or navigate any boat, canoe, raft, or other watercraft upon any drain or pond located within park property, except at such times and in such places as may be designated for such purpose.

## § 54-46. Model airplanes.

[Code 1974, § 34-19]

No person shall operate a motorized model airplane on Township park property.

## § 54-47. Loudspeakers.

[Code 1974, § 34-20]

No person shall use a loudspeaker, public address system, or amplifier within park property without a special park use permit.

## § 54-48. Skating and coasting.

[Code 1974, § 34-21]

No person shall skate, walk, or go upon any ice upon any drain or pond within park property, except at such times and in such places as may be designated therefor. No person shall coast with a hand-sled, bob, cart, or other vehicle on wheels or runners on park property, except at such times and in such places as may be designated therefor.

## § 54-49. Peddling and soliciting.

[Code 1974, § 34-22]

No person on park property shall peddle or solicit business of any nature whatsoever, distribute handbills or other advertising matter, post any unauthorized sign on any park land, water, structure, or property, or use such land, water, structure, or property for peddling or soliciting without a special park use permit.

## § 54-50. Unlawful obstruction.

[Code 1974, § 34-23]

No person shall by force, threat, intimidation, unlawful fencing, or enclosing, or by any other means, prevent any person from entering, leaving, or making full use of any park property. This section, however, shall not apply to any duly appointed law enforcement officer when carrying out the duties and responsibilities of his position.

## § 54-51. Installations, construction, or maintenance.

[Code 1974, § 34-24]

No installation, construction, or maintenance shall be made above or below ground, across or beneath Township park property by any person, except duly authorized park personnel, without the prior written permission of the Township for such installation, construction, or maintenance specifying in detail the work to be done and any conditions to be met.



9.C.

**To: Park Commissioners**  
**From: LuAnn Maisner CPRP, Director of Parks and Recreation**  
**Date: July 7, 2022**  
**Re: Harris Nature Center Proposed By-Law Changes**

---

The Harris Nature Center Foundation was established in 1997 to assist with supporting and fundraising for capital improvements and special projects. They have been outstanding partners with the Park Commission in funding many projects and programs for the betterment of the Center including the River Overlook Platform, Nature Exploration Area, and the Accessible Bird Viewing Platform with spotting scope. The Foundation has also funded the paved path to the platform.

The HNCF Executive Committee recently reviewed and updated their By-Laws for review and approval from the Park Commission. Following your review and comments, I will submit this to our legal counsel for their comments before bringing it back for final Park Commission approval.

Attachment: HNCF By-Laws Updated Draft

## HARRIS NATURE CENTER FOUNDATION

Formatted: Font: 17 pt

### *Overview: Mission and Scope of Operations*

Formatted: Font: 13 pt

The Harris Nature Center Foundation is organized as a nonprofit 501.c.3 entity designed to foster the growth and multi-faceted contributions of the Harris Nature Center to benefit Meridian Township and its surrounding communities. The Foundation is governed by a Board of Directors dedicated to securing the necessary human and financial resources required to carry out its mission. The Board is composed of prominent community leaders-members who are committed to the values that make the Harris Nature Center a vital resource in our community for the enlightenment enjoyment of people of all ages and the protection of our natural heritage today and in the future.

Formatted: Font: 12 pt

### *History*

Formatted: Font: 13 pt

The Harris Nature Center began operations on 1997, and became an immediate success by now serving over up to 11,000 visitors of all ages youth and adults per year with a broad variety of environmental education wholesome family-oriented programs that enrich lives and help instill an sense of appreciation and stewardship in our daily living to help us more effectively protect the invaluable benefits we receive from of our increasingly vulnerable natural world. The nature center is situated on a 4833-acre site within the 2040-acre Meridian Riverfront Park on the banks of the Red Cedar River. It is generously endowed with a combination of beautiful wooded uplands and wetlands. From its beginning the Harris Nature Center was envisioned as a vital educational resource sustained largely by program revenues and the kinds of additional financial resources possible through the operation of a supporting foundation. We are today at that critical point in the realization of support the Harris Nature Center dream and vision where the supporting contributions of the Foundation are essential to the continued success of the Center.

Formatted: Font: 12 pt

### *Mission*

Formatted: Font: 13 pt

The mission of the Foundation is to provide a source of funding for special projects to enhance the facilities and programs of the Harris Nature Center.

Formatted: Font: 12 pt

The Harris Nature Center Foundation is designed to garner broad community involvement and commitment for supporting the operation and growth the Harris Nature Center. Through various fund-raising vehicles such as memberships, book and gift sales, special events, and the establishment of an endowment fund, the Foundation will help to make the Center a sustainable operation. In addition, it is envisioned that the Foundation will play a significant role in providing the leadership necessary for promoting and organizing opportunities for volunteer assistance in programming, interpretation, exhibits, publicity, and facility maintenance.

### *Administration*

Formatted: Font: 13 pt

The Harris Nature Center Foundation will be governed by a Board of Directors composed of a president, vice president-elect, secretary, treasurer, communications coordinator and up to elevenfiveten members-at-large. The Board will have five-a standing Executive Ceommittees, membership, publicity, finance, projects, and volunteerism, and as many special committees as are necessary to successfully carrying out its mission. The working relationship between the Foundation, Harris Nature Center Senior Park Naturalist Coordinator and the Charter Township of Meridian (represented by the Meridian Township Park Commission), is described in the Partnership Agreement included in the Bylaws.

Formatted: Font: 12 pt

# HARRIS NATURE CENTER FOUNDATION BYLAWS

## ARTICLE I

### *Identification*

- Section 1. The name of this entity shall be the Harris Nature Center Foundation, herein after referred to as "the Foundation".
- Section 2. This Foundation shall be a non-profit corporation, organized and existing under the laws of the State of Michigan, as an independent entity, utilizing non-tax revenues, and operated exclusively for purposes as described in section 501(c)(3) of the Internal Revenue Code. This Foundation will support the Harris Nature Center, located in Okemos, Michigan, in accordance with the authorities granted to it by the Meridian Township Park Commission and Meridian Township Board of Trustees and outlined in the Partnership Agreement (Appendix 1). The Partnership Agreement shall be considered part of the Bylaws.
- Section 3. The fiscal year of the Foundation shall begin the first day of January and end at the close of the last day of December.
- Section 4. The principal and registered office of the Foundation shall be located at the Harris Nature Center, 3998 Van Atta Road, Okemos Michigan, 48864.

## ARTICLE II

### *Mission*

- Section 1. ~~The mission of the Foundation is to raise, invest and disburse funds in support of the Harris Nature Center in order to help sustain the Nature Center for generations to come.~~

The mission of the Foundation is to provide a source of funding for special projects to enhance the facilities and programs of the Harris Nature Center.

Formatted: Indent: Left: 0", Hanging: 1"

## ARTICLE III

### *Board of Directors*

- Section 1. The business, property and affairs of the Foundation shall be managed by its Board of Directors, herein after referred to as "the Board".
- Section 2. There shall be not less than ~~seven (7)~~ five (5) and not more than fifteen (15) Directors on the Board.
- Section 3. Each Director shall be elected by the existing Board to a term of three (3) years. The Board may elect a Director multiple times.

Section 4. Any member of the Board may be removed with or without cause by a vote of two-thirds (2/3) of the Board. A director may be removed if three (3) consecutive meetings are missed without notification.

**ARTICLE III- Board of Directors** (continued)

Section 5. A vacancy on the Board may be filled by a person selected by the remaining Directors pursuant to Section 8 of this Article.

Section 6. Any Director of the Foundation may resign at any time by providing written notice to the Foundation. Notice of resignation will be effective upon receipt or at a subsequent time designated in the notice. A successor may be appointed as provided in Section 8 of this Article.

Section 7. Any person who has attained the age of eighteen (18) ~~fifteen(15)~~ years shall be eligible to be elected to serve on the Board. Directors must be residents of the State of Michigan. Each Director should exemplify, through their personal and professional conduct, the ethical and moral characteristics that are expected of citizens in good standing in Michigan communities. Directors shall possess special competence and expertise to facilitate the purposes of the Foundation in one or more of the following areas:

7.1      Solicitation of funds from the private and public sector.

7.2 Basic knowledge of foundation operations and development.

7.3 Broadening the base of support for the Harris Nature Center and its programs.

7.4 A love of nature and conservation and a genuine appreciation of the natural environment.

Section 8. Potential Board member names will be submitted to the ~~Nominations~~~~Executive~~ -Committee for review and recommendation. The Board, by a majority vote ~~at any regular meeting~~, may elect new Directors.

Section 9. The annual meeting shall ~~be take place by March 31<sup>st</sup> the first first or second meeting of the~~ ~~fiscal year.~~

Section 10. The Board may set an annual calendar of regular meetings including the time and place. Regular meetings of the Board will be held a minimum of ~~twice four times~~ annually (including the annual meeting).

Section 11. Special meetings of the Board may be called by the President or any four (4) Directors at a time and place as determined by a simple majority of the Board. Notice of the time and place of special meetings shall be given to each Director in any manner at least three (3) days before the meeting.

Section 12. A Director may participate in a meeting by telephone ~~or video~~ conference ~~,virtually,~~ or any similar communications equipment through which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this section constitutes presence in person at the meeting.

Commented [WA1]:

Formatted: Superscript

**ARTICLE III- Board of Directors** (continued)

Section 13. A quorum is defined as:

13.1 A majority of Directors then in office for the transaction of business at any meeting of the Board. The act of the majority of the Directors present at a meeting at which a quorum is present shall constitute authorized actions of the Board.

13.2 Less than a quorum of the Board may meet for the transaction of business at any meeting of the Board. However, all actions taken by the Board at which less than a quorum is present must be ratified by consent to action from those not present to achieve a majority of the Board. Written consents shall be filed with the minutes of the meeting.

Section 14. Any action required or permitted to be taken pursuant to authorization of the Board may be taken without a meeting if, before or after the action, a majority of Directors consent to the action in writing, ~~including email or electronically~~. Written ~~and virtual~~ verbal consents ~~shall~~ may be filed with the minutes of the ~~next~~ meeting.

Section 15. Upon request of any Director, their dissenting vote may be recorded in the minutes of the meeting.

Section 16. Directors of the Foundation shall not receive any salary or other compensation. The Directors may submit a request for reimbursement of reasonable expenses to the Treasurer.

**ARTICLE IV Do we need Article IV?**

*Honorary Directors*

~~Section 1. The Foundation may not have more than three (3) Honorary Directors to be selected by a majority vote of the Board. The Honorary Directors shall not be elected officers or employees of the Foundation.~~

~~Section 2. An Honorary Director may attend any Board or committee meeting but shall not have the right to vote on any matter before the Board or committee.~~

~~Section 3. An Honorary Director shall serve for terms as specified by the Board.~~

~~Section 4. An Honorary Director may be removed with or without cause by a two-thirds (2/3) vote of the Board.~~

**ARTICLE IV**

### *Officers*

Section 1. The officers of the Foundation shall be President, Vice President, Secretary, Treasurer and ~~Communications Coordinator, Past President~~. These officers are the Executive Committee. ~~The Past President may serve an advisory role to the Executive Committee. (This is again describe, although in greater detail in Article VII, Section 5 and thus this should be removed~~

#### **ARTICLE V- Officers** (continued)

Section 2. The officers of the Foundation shall be elected annually by the Board at the annual meeting of the Board. If the election of officers is not held at that meeting, the elections shall be held as soon thereafter as may be convenient. Each officer shall hold office while qualified or until the officer resigns or is removed in the manner provided in Section 3 of this Article. A person may serve in any office for up to four (4) consecutive years.

Section 3. Any officer elected by the Board may be removed from office, with or without cause, by a two-thirds (2/3) vote of the Board.

Section 4. A vacancy in any office for any reason may be filled by appointment ~~and~~ by a majority vote of the Board for the unexpired portion of the term.

Section 5. The President shall preside at all meetings of the Board and shall chair the Executive Committee. The President shall act as general administrative head of the Foundation, exercising general control and supervision over the affairs of the Foundation and over the other officers, agents and personnel of the Foundation. The President shall, ~~with the approval of the Executive Committee~~, appoint the members of each ~~standing-special~~ committee. The President shall be present at the annual meeting and shall present the annual report. The President shall see that all books, reports and/or certificates required by law are properly kept. The President shall perform all duties incidental to the office of the President and such other duties as the Executive Committee may assign.

Section 6. In the absence of the President or in the event of ~~his or her~~ their inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall ~~chair the Nominations Committee and shall~~ perform such other duties as the Executive Committee or President may prescribe.

Commented [WA2]: Nominations committee??

Section 7. The Secretary shall attend all meetings of the Board and the Executive Committee and shall keep a true and complete record of the proceedings of such meetings. The Secretary shall give and serve all notices, and file and preserve all important documents, records, reports, and communications. The Secretary shall perform such other duties as the Executive Committee or President may prescribe.

Section 8. The Treasurer shall follow the Fiscal Policy as detailed in Article VII and shall keep correct and complete records of accounts, showing accurately the financial condition of the Foundation. The Treasurer shall be the legal custodian of all monies, notes, securities and other valuables which may from time to time come into the possession of the Foundation. The Treasurer shall promptly deposit all funds of the Foundation in the Foundation's accounts as designated by the Executive Committee. The Treasurer shall disburse funds for accounts payable. The Treasurer shall furnish reports to the Board at regularly scheduled meetings, or whenever requested by

the President. The Treasurer shall file all appropriate tax returns unless the Executive Committee arranges to contract this duty to an outside firm. The Treasurer shall perform such other duties as the Executive Committee or President may prescribe.

Section 9. The Communications Coordinator shall update the website in a timely manner to accurately reflect the activity of the Foundation. The Communications Coordinator shall perform such other duties as the Executive Committee or President may prescribe.

Section 109. The Past President or an individual designated by the President shall perform the presidential duties in the absence of the President and the Vice President and shall perform such other duties as the Executive Committee or President may prescribe.

**ARTICLE IV-** *Officers* (continued)

Section 110. No person shall hold more than one (1) office at the same time.

**ARTICLE V**  
*Election of Officers*

Section 1. By ~~November 30 of two weeks prior to the annual meeting~~ each year, ~~the President the Board shall appoint an Officer Elections Committee of four (4) persons to solicit~~ and accepts nominations of candidates for ~~the~~ offices of President, Vice President, Secretary, ~~and~~ Treasurer, and Communications Coordinator. The slate of officers will be voted on at the Foundation's annual meeting ~~in January~~.

Section 2. Persons nominated to an office shall consist of active Board members of the Foundation. All nominees, including write-ins, must acknowledge a willingness to serve in the office for which they are nominated. Officers shall be elected by majority vote of the Board.

**ARTICLE VI**  
*Committees*

Section 1. The Board, by resolution adopted by a vote of a majority of its Directors may establish special committees, consisting of one or more Directors as it deems necessary to carry out the business of the Foundation. The Board may also designate one or more Directors as alternate committee members who may replace an absent or disqualified member at a committee meeting. All committees designated by the Board shall serve at the pleasure of the Board.

Section 2. A committee designated by the Board may exercise any powers specified by the Board in managing the Foundation's business and affairs to the extent provided by resolution of the Board. However, no committee shall have the power to:

- 2.1 Amend the Articles of Incorporation;
- 2.2 Adopt an agreement of merger or consolidation;
- 2.3 Amend the Bylaws of the Foundation;

2.4 Fill vacancies on the Board of Director;

~~2.5~~ Fix compensation of the Directors for serving on the Board or on a committee;

~~2.5.2.6~~ Make financial commitments on behalf of the Foundation.

Formatted: List Paragraph, No bullets or numbering, Widow/Orphan control, Hyphenate, Tab stops: Not at 0.5"

Section 3. Committee members may be non-Directors who volunteer for a committee and are accepted and/or selected by the Board.

Section 4. Committees shall meet as directed by the Board and their meetings shall be governed by these Bylaws. All committees shall report on their activities at regular Board meetings.

**ARTICLE VI-** *Committees*- Section 2 (continued)

Section 5. The Executive Committee shall be comprised of the duly elected officers of the Foundation, the President, Vice President, Secretary, ~~and~~ Treasurer, and Communications Coordinator, as well as the Past President, and shall be chaired by the President. The Director of Parks and Recreation shall serve as an ex-officio member of the Executive Committee and may designate the Harris Nature Center ~~Coordinator~~ Senior Park Naturalist to serve in ~~his or her~~ their place. The Executive Committee shall meet as needed and all meetings shall be open to all members of the Foundation. During the interim period between meetings of the Board, the Executive Committee shall have and exercise all of the powers and authority of the Board in the management of the Foundation except to the extent prohibited by law. The Executive Committee shall report its actions to the Board at the first meeting of the Board following the meeting of the Executive Committee.

~~Section 6. The Nominations Committee shall be charged with recruiting and submitting names of potential directors to the Board.~~

**ARTICLE VII**  
*Fiscal Policy*

Section 1. The Board shall authorize, in writing, any officer or officers, agent or agents of the Foundation to enter into any contract or execute any instrument ~~in on~~ its behalf. Such authorization may be general or confined to specific instances. Unless so authorized by the Board, no officer ~~or~~ agent ~~or employee~~ shall have any power to bind the Foundation or to render it liable for any purpose or amount.

Section 2. No loan shall be contracted on behalf of the Foundation, and no evidence of indebtedness shall be issued in its name, unless authorized by the Board.

Section 3. All checks, drafts, or other orders for payment of money, notes and other evidences of indebtedness issued in the name of the Foundation for more than five hundred dollars shall be signed by the Treasurer and the President or a member of the Executive Committee as may be determined by the Board.

Section 4. All non-endowment funds of the Foundation shall be deposited in credit unions or -or bank banks such bank, banks or other secure interest bearing accounts as the Executive Committee specifies. An endowment is established and maintained by the Foundation.

Commented [WA3]: Is this ok language?

Section 5. On behalf of the Foundation, the Executive Committee may accept or reject any gift, bequest, device or other contribution for the purposes of the Foundation on such terms and conditions as the Board shall determine.

~~Section 6. The Board shall fix the salaries and other compensation of the employees or other agents of the Foundation.~~

Formatted: Indent: Left: 0", First line: 0"

Section ~~6~~7. Any contract or other transaction between this Foundation and one or more of its Directors, or between this Foundation and any firm of which one or more of this Foundation's Directors are members or employees, or in which one or more of this Foundation's Directors are interested, shall be approved by a vote of a majority of the Directors that do not have an interest. This Section shall not be construed to invalidate any contract or other transaction,

which would otherwise be valid under the common and statutory law applicable thereto.

Formatted: Indent: Hanging: 1"

#### ~~ARTICLE VIII~~ Fiscal Policy (continued)

Formatted: Centered

Section ~~7~~8. The Board of Directors shall indemnify its Directors and officers against expenses (including attorney fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by them in connection with any actions or suits brought or threatened against them, including actions by or in the right of the Board of Directors, by reason of the fact that such person was serving as a Director or officer of the Board, to the fullest extent provided by law.

Section ~~8~~9. Unless ordered by a court or otherwise provided by law, the Board shall indemnify a Director or officer only upon determination that such Director or officer acted in good faith and in a manner the Director or officer reasonably believed to be in or not opposed to the Board's best interest. Such determination shall be made (a) by majority vote of a quorum of Directors who were not parties to the action or suit, (b) if a quorum of disinterested Directors is not obtainable, then by a majority vote of a committee of Directors, who were not parties to the action consisting of not less than two disinterested Directors, or (c) by independent legal counsel in a written opinion.

Section ~~9~~10. The Foundation ~~shall~~ may purchase and maintain Directors and officers insurance on behalf of any person who is a Director, officer, ~~employee~~, or volunteer of the Foundation or is serving at the request of the Foundation.

Section ~~10~~1. The Charter Township of Meridian shall be duly authorized to examine records and review internal controls of business operations and evaluate the benefits occurring to the Charter Township of Meridian from its cooperation with the Foundation. The Charter Township of Meridian shall not be liable for any indebtedness or liability of the Foundation.

#### ~~ARTICLE VIII~~ Dissolution

Section 1. Upon dissolution of the Foundation, all assets, real, personal or mixed, shall be distributed to the Charter Township of Meridian or to one or more organizations exempt within the meaning

of section 501(c)(3) of the Internal Revenue Code and engaged in activities similar to the dissolving Foundation pursuant to the Partnership Agreement.

**ARTICLE IX**

*Amendments*

- Section 1. Proposals to amend these Bylaws, in whole or in part, may be brought forward at any time by a Director of the Board. There must be 30 days written notice provided to the Board prior to the vote by the Board.
- Section 2. The Bylaws can be amended by a two-thirds (2/3) affirmation vote of the Board Directors who cast a vote. Approved changes shall take effect immediately unless otherwise noted on the ballot.
- Section 3. The Foundation may not alter the Partnership Agreement without written approval of the Meridian Township Park Commission and the Meridian Township Board of Trustees. Any such attempt to do so shall automatically dissolve the Foundation.

**ARTICLE X**

*Execution of Bylaws*

The undersigned as the duly elected Secretary of the Foundation hereby certifies that the foregoing constitutes a true and complete copy of the Bylaws of the Foundation.

Secretary

Date

**THE HARRIS NATURE CENTER FOUNDATION  
and  
THE CHARTER TOWNSHIP OF MERIDIAN  
  
PARTNERSHIP AGREEMENT**

This Partnership Agreement is intended to provide a framework for the relationship between the Charter Township of Meridian (Township), and the Charter Township of Meridian Park Commission (Commission), and the Harris Nature Center Foundation (HNCF), a non-profit organization which provides support for the Harris Nature Center of Meridian Township.

**BASIC PREMISES**

The HNCF agrees to conduct activities for the support of the Harris Nature Center in accordance with the Harris Nature Center mission and the Township and Commission policies, standards and guidelines.

**FUNDRAISING EVENTS AT THE HARRIS NATURE CENTER**

The HNCF will reserve Harris Nature Center facilities and equipment through the Harris Nature Center reservation procedures.

**MARKETING AND PROMOTIONS**

All fundraising materials and events shall clearly identify the HNCF as a fundraising entity for the Harris Nature Center. The HNCF, Commission, and Township shall acknowledge each other's efforts in press releases and marketing when appropriate. The HNCF shall abide by the "Naming Rights Policy" set by the Park Commission. Requests for special consideration may be requested if unique circumstances arise.

**FINANCIAL RECORDS**

Income derived from HNCF sales, fundraisers and other funding vehicles shall be deposited in an HNCF account of a HNCF credit union, bank, other licensed financial institution, -account- or other secure interest bearing account. Financial records for the HNCF shall be kept by the HNCF and shall be available for inspection by the Commission and Township at any reasonable time.

**CONTRIBUTIONS**

Contributions from the HNCF to the Township are subject to appropriate Township and Commission approval.

**EQUAL OPPORTUNITY AND ACCESS**

The HNCF and its Directors ~~or employees~~ shall not discriminate because of race, religion, color, ancestry, sex, age, national origin, gender identity, sexual orientation, marital status, mental disability, or physical ~~handicap disability-~~ against any person by refusing such person any accommodation, facility, service, privilege or

membership offered to or enjoyed by the general public.

#### **NON-DISPLACEMENT POLICY**

HNCF volunteers ~~and employees~~ are not Township employees and this Agreement is not intended to replace Township or Commission staff members.

#### **CONSTRUCTION**

HNCF may provide funding to the Harris Nature Center for construction, alteration, repair, reconstruction, restoration, or improvement to the Harris Nature Center building and property after reviewing the plans, specifications, and contracts as approved by the Commission, the Parks and Recreation Department, and Township.

#### **STORAGE OF RECORDS AND MEETING SPACE**

This Partnership Agreement reflects the commitment of the Township to work cooperatively with the HNCF for the benefit of visitors to the Harris Nature Center. When available, the Township will provide for the storage of archival records, and a suitable location for HNCF meetings on the Harris Nature Center site.

#### **REVERSION**

If at any time the HNCF shall cease to exist or shall no longer have the ability to continue to perform the responsibilities of this Agreement, then all assets, real, personal or mixed, shall be distributed to the Township in an account dedicated to the Harris Nature Center.

#### **APPROVAL**

The terms of this partnership agreement shall be effective upon the date of the last signature listed below.

#### **MODIFICATIONS**

This Agreement ~~will shall~~ be reviewed ~~as needed annually on the anniversary of the signing of this Agreement.~~ Any signatory may contact the other with recommended changes to the Agreement. Modifications, amendments or waivers of any provisions of this Agreement may be made only by the mutual written consent of all the parties.

Commented [WA4]: Consider changing to 'as needed'?

#### **LIABILITY**

The Township, its officers, trustees, agents, elected or appointed officials, employees, departments, boards, commissions and contractors shall not be liable for any indebtedness or liability of HNCF.

HNCF shall defend, indemnify and hold harmless, the Township, its officers, trustees, agents, elected or appointed officials, employees, departments, boards, commissions and contractors from any liability which they might have, or liability which might be asserted against them, arising out of or resulting ~~from~~ from the

acts or omissions of HNCF, its officers, agents, employees, contractors, successors or assigns.

## Harris Nature Center Foundation Nominating Procedure

1. Any ~~Board member may identify a~~ prospective new Board member ~~and have him~~ will be required to fill out an application ~~or gather information about him and then present~~ submit it to the Board ~~as a referral for nomination~~ consideration.
2. ~~The Board of Directors may or may not agree to seek the nomination of the prospective member~~
3. ~~2.~~ 2. The prospective ~~Director~~ nominee may ~~then~~ be ~~(a)~~ invited to attend a Board meeting ~~or (b)~~ nominated to the Board.
4. ~~3.~~ 3. The Board will ~~vote to~~ accept or reject the nominee by a majority vote.

Formatted: Tab stops: 1.42", Left

## Harris Nature Center Foundation Policy on Donations

1. All donors and potential donors will be given the opportunity to select where their donation monies will be applied. Categories may include, but are not limited to the following.
  - a. General Fund
  - b. Endowment Fund
  - c. School Bus Scholarships Fund
  - d. Current Project Fund

2. If a donor declines to select a donation category, the monies will be placed in a fund(s) at the discretion of the Foundation.~~into the general fund which includes support to the School Bus Scholarship Fund and the Current Project Fund.~~

- ~~3. If a donor declines to select a donation category and the donation is a memorial, the monies will be placed in the endowment fund.~~

4.3. The Foundation may, by majority vote, alter the placement of funds as listed here.

Formatted: Indent: Left: -0.25"

# Harris Nature Center Foundation

## Board of Directors

~~159~~ Board Members consisting of  
President  
~~President Elect or~~ Vice President  
Secretary  
Treasurer  
~~Communications Coordinator~~  
~~Five-Ten Trustees~~Members-at-Large

## Standing Committees:

- ~~Executive Committee (Officers)~~

## Special Committee:

- ~~Created on an as needed basis~~
- ~~Development~~
- ~~Publicity~~
- ~~Audit~~
- ~~Volunteer~~
- ~~Other~~

## Membership

*Members may serve on committees of the Harris Nature Center Foundation.*

~~Friends of the Harris Nature Center~~ ~~Corporate Membership~~  
~~Individual~~ ~~Various Levels~~  
~~Family~~  
~~Community Groups (Church, Service Group, School)~~

Formatted: Centered, No bullets or numbering

**HARRIS NATURE CENTER FOUNDATION  
FUNDRAISING STRATEGY COMMITTEE  
DEFINING THE RESPONSIBILITIES OF BOARD MEMBERS**

Providing adequate resources to meet the HNCF's mission is the primary responsibility of the members of the Board of Directors. All board members should consider the Harris Nature Center Foundation to be a philanthropic priority and work to maximize the funds needed to support the projects of the Harris Nature Center.

All board members should accept their fundraising responsibilities by:

~~1. Making an annual gift and by financially contributing to all fundraising events.~~ The annual gift is a demonstration of the board's commitment to fundraising that is important to other potential donors, particularly foundations and major donors. ~~100% participation~~ by the board makes a clear statement that board members sincerely believe in the importance of the various projects. The amount of the gift is not as important as the participation of every board member in the giving programs. Plan on giving according to your financial capacity and commitment to the cause. An occasional "stretch" gift should also be given regardless of the specific amount.

~~2. Giving time to fundraising beyond regular board meetings.~~ Of course, giving of your time is also important but everyone should realize that volunteering your time is not the equivalent of giving money and should not be considered to be a substitute for gifts to the extent of your capacity.

~~3. Solicit contributions from your friends, relatives and colleagues.~~ Members of the board may not have access to people with money who also have a willingness to support the Harris Nature Center. Consider asking that family members make a contribution to the HNCF on holidays, birthdays and other special occasions in lieu of a present.

~~4. Recruit new board members who are likely to have access to major donors.~~ Business owners, bank branch managers and professionals are examples of individuals who may have abilities and contacts that will expand our base of potential donors. An ability to write proposals for grants is also an important skill for a potential board member.

The expectation of personal board member giving is a relatively new one for many boards and board members but a committed and effective board needs to focus of the mission of the HNCF.

**MISSION OF THE HARRIS NATURE CENTER FOUNDATION.**

To provide a reliable source of funding for special projects to enhance the quality of nature appreciation and education at the Harris Nature Center. This needs to match the mission as stated on page 1

Formatted: Line spacing: single

Formatted: Centered, Line spacing: single

Formatted: Centered, Space After: 0 pt, Add space between paragraphs of the same style, Line spacing: single, No bullets or numbering

Formatted: Centered, Line spacing: single

Formatted: Centered, Space After: 0 pt, Add space between paragraphs of the same style, Line spacing: single, No bullets or numbering

Formatted: Centered, Line spacing: single

# HARRIS NATURE CENTER FOUNDATION

## Commitment and Responsibilities of HNCF Board of Directors

### Composition of the Board of Directors

To the extent possible, the Harris Nature Center Foundation seeks to create and maintain a Board of Directors whose membership reflects

1. the diverse attributes of the Meridian Township population, and its neighborhood, school, and business communities, and
2. the diverse areas of expertise, experience, and interest necessary to pursue its mission effectively (including but not limited to the law, finance and accounting, business management and investment, public and non-profit funding, fund-raising and event planning and management, natural resource development and management, education, biology/ecology).

### Attributes and Commitments Expected of Directors

Until the HNCF can, and decides to employ a staff, Directors must through their participation collectively, accomplish the Foundation work. To this end, in agreeing to join the HNCF Board, Directors are committing to active participation in HNCF activity as follows:

1. Attending the regularly scheduled meetings of the Board of Directors and contributing to the identification and completion of the business conducted at these meetings.
2. Making an annual personal financial contribution commensurate with ability.
3. Making an additional commitment of time and personal expertise to the work of the Board by
  - a. Serving on Board committees as they are created on an ad hoc or permanent basis.
  - b. Assisting in organizing and implementing HNCF events
  - c. Promoting HNCF and its mission in professional and personal networks
  - d. Recruiting Directors when they are needed
  - e. Attending HNCF events, and other events relevant to HNCF's mission
  - ~~f.~~ Attending Harris Nature Center events or programs where Board representation would further HNCF's mission or understanding
  - ~~f.~~ Attending meetings with partner organizations (e.g., Meridian Township Parks Commission and Board Meetings) when necessary
  - ~~g.~~ h. Contributing personal skills (e.g., writing, presenting) and resources when needed to accomplish Board actions

Formatted: Numbered + Level: 2 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Tab after: 1" + Indent at: 1"

Individual Directors will participate in ~~that a~~ combination of the ~~work elements~~ activities listed above that correspond with their unique areas of expertise, skills, and resources.