Asylum Lake Policy & Management Council  
Thursday, 13 July 2006  
7:00 p.m.  
Parkview Hills Clubhouse  
3707 Greenleaf Circle

The recorded comments below are expressions of council members and are not approved policy until voted on. The statements were not recorded verbatim and cannot be used as quotes.

AGENDA:

I. **Call to Order**  
Meeting was called to order at 7:03 p.m.

II. **Roll Call** 
   a. **Sign-In Roster**  
      Council Members Present: Paul MacNellis, Cam Vossen, Tim Holysz, Ann Paulson, Bob Nagler, Mark Hoffman, Kay Chase (rep for Tyler Bassett), Steve Kohler, Bill Hughes (rep for Bill Steinmann)  
      Guests Present: Cari DeLong, Chad Avery, Danielle Hunt, Chris Mauen, William Eckert, Debra Chope Hughes, Jeff Smith

III. **Adoption of Agenda**  
Ann Paulson moved to adopt the 13 July 2006 meeting agenda. Mark Hoffman seconded. All in favor. None opposed.

IV. **Approval of 8 June 2006 Meeting Minutes**  
Ann Paulson moved to approve the 8 June 2006 meeting minutes. Tim Holysz seconded. All in favor. None opposed.

V. **Old Business**  
   a. **Kalamazoo Foundation Fund Debra Chope-Hughes**  
      Debra passed a copy of the funds statement along with a packet from the KCF. She gave an overview of the budget and donations and answered questions. Key points included:
      - The endowment money is set aside to be used for development and maintenance of the property for passive recreation purposes.
      - Quarterly statements go out.
      - The principle is not touched. Interest money from the principal is used for granting.
      - If the interest money is not used it rolls over into the next year.
      - Some groups choose to use the interest to build the principal but then the money is no longer liquid.
      - On the statement the beginning fund value is how it looked on Jan 1st.
      - There is a fee – ¾ of 1% of the total fund value on June 30th.
      - Permanently endowed funds have had better return than just the money market. Money market is better short term.
      - MI community foundation tax credit – a gift to a permanently endowed fund is eligible for a tax credit. The donor can request that the gift go toward either spendable or principal. However, only gifts towards the principal get tax credit.
Mark asked whether it is typical for organizations to have a rainy day fund and whether the foundation would agree to that. Debra explained that she didn’t know about other organizations. Caution to make sure the money is segregated enough from other monies so that it doesn’t get used for the wrong purpose. Debra said she would check into whether or not the foundation would approve such a fund.

b. Asylum Lake Preserve Management Plan Progress
Forest Management Plan, Cari DeLong
Cari passed out the Forest 2 management plan to be reviewed by the Council. This is the 5th management plan. The remaining 4 will be completed after the water quality study. The Council should look over the management plan and give comments now to speed up the approval process once all of the plans are completed.

c. Dogs at Asylum Lake
Tom Edmonds, Paul MacNellis
Paul reported that patrols of the property by animal control have begun. Seven warnings have been given to people without leashes for their dogs but no citations have been issued.

VI. New Business
a. Maintenance Report
Tim Holysz
Tim passed out an Asylum Lake quarterly maintenance cost sheet. The year to date total for maintenance costs at Asylum Lake came to $11,688. Tim predicted an average of about $13,000 spent per year for maintenance. The annual maintenance budget for Asylum Lake is $18,146.

b. Meeting Schedule
Paul MacNellis
A monthly schedule was passed around for Council members to fill out. These schedules will be compiled and fall meeting dates will be determined. August is the last scheduled meeting.

VII. Project/Special Committee Reports
a. Research/Education Committee
Chuck reported for the R&E Committee. They had received an application for water quality study at Asylum Lake however Michael hadn’t called a meeting. The application was for boats and vehicles to be used at the property for the water quality study. Chuck didn’t see any long-term impacts from the use of vehicles and boats.

There was discussion about the role of the R&E Committee. It was agreed that the R&E Committee has the authority to approve or deny submitted applications for research without the Council’s vote. In the future any submitted applications will be sent out to the Council when they are sent to the R&E Committee so that the Council is aware of projects. The Council can then bring up any concerns if they choose to do so with the R&E Committee.

The R&E Committee will look into the application for the Asylum lake water quality study. Cari will email the application for water quality study to the Council.
b. Operations Committee
The Operations Committee met to discuss procedures. Chad mentioned they would like one member from the Operations Committee to meet with the Research & Education Committee during their meetings to give operations committee a heads up. Also, applications for research should be sent out to the Operations Committee as well as the Council when they are received.

It was decided the Operations Committee has the authority to stop a project if it violated approved parameters. There have been no protocol violations as of yet.

VIII. Public Comments
A guest to the meeting voiced his concerns for the water quality of Asylum Lake since he frequently swims and fishes at the lake. He was happy to see there will be a water quality study done and would like to see the results publicized in the Kalamazoo Gazette.

Paul added that the water quality study will be comprehensive and give a complete picture of the health of the lake. Agreed the report needs to be publicized once completed. Our website has a page that lists all past and current research going on at Asylum Lake. Information gathered from the water quality study will be published on the website.

IX. Council/Staff Comments
None.

X. Adjournment
Meeting was adjourned at 8:08 p.m.