AGENDA:

I. Call to Order
   Meeting was called to order at 7:08 p.m.

II. Roll Call
   A. Sign-In Roster
      Council Members Present: Paul MacNellis, Tim Holysz, Todd Kesselring, Tyler Bassett, Mark Hoffman, Mary Hosley, Duane Hampton, Steve Kohler, Michael Nassaney, Ann Paulson
      Guests Present: Kay Chase, Cari DeLong

III. Adoption of Agenda
   Ann Paulson moved to adopt the agenda. Mary Hosley supported.

IV. Approval of 12/09/04 Meeting Minutes
   Mike Nassaney moved to approve the 12/09/04 meeting minutes. Ann Paulson supported. All accepted. None opposed.

V. Old Business
   A. By-Laws
      The By-Laws were not emailed to Council Members before the meeting; therefore discussion of the by-laws will be tabled until next meeting.

   B. Council Chair / Vice Chair Nominations
      - Mary Hosley nominated Mark Hoffman for position of Vice Chair. Mark accepted the nomination.
      - Paul MacNellis was nominated by email for the position of Chair. Paul accepted the nomination.
      - Motion to close nominations. Motion was seconded. All in favor. None opposed.
      - A quorum was present.
      - Ballots were handed out and nominations were written down.
      - For the position of Chair, Paul MacNellis received 10 votes; the majority of the quorum. Paul MacNellis was elected to the position of Chair.
      - For the position of Vice Chair, Mark Hoffman received 10 votes; the majority of the quorum. Mark Hoffman was elected to the position of Vice Chair.

   C. Committee Vacancies
      - There was question as to whether or not a non-council member could be a committee member. It was decided the By-laws did not specify a committee member had to be a council member.
      - There was question as to when committees meet. By-laws state "Meets as needed."
There was question as to the length of terms for committee members. The By-laws do not state term length for committee members. There was general agreement that a 1 year term would be sufficient.

Mary Hosley motioned to appoint Tyler Bassett as representative to the Research and Education Committee and Kay Chase as representative to the Operations Committee. Motion seconded by Ann Paulson. All in favor. None opposed.

VI. New Business
   A. Meeting Schedule
      ▪ After next month's meeting it may not be necessary to meet every month.
      ▪ Prefer to meet next month since there are a few deferred items on the agenda.
      ▪ Mary Hosley moved to hold meetings on second Thursday of each month. Seconded by Michael Nassaney. All in favor. None opposed.
      ▪ Next meeting is on Thursday the 10th of February.

VII. Project / Special Committee Reports
   Tim Holysz reported for the Operations Committee:
      ▪ A table of WMU Landscape Services Asylum Lake Property Annual Maintenance Cost was handed out.
      ▪ The maintenance tasks and the hours required for each task were reviewed.
      ▪ Cost of labor for the hours was listed.
      ▪ The list included maintenance tasks that have been performed by Western Landscape Services. Western will continue any tasks that it has previously committed to. These tasks will not need to be included in a budget.
      ▪ If the Council makes improvements to the property a yearly budget to maintain any projects will need to be submitted.
      ▪ Portions of the prairie will be burned.
      ▪ Trash is picked up along Parkview, Drake, and along the highway.
      ▪ Western mows along Parkview. City mows along Drake.
      ▪ Fence repairs are done on an as needed basis.
      ▪ Snow removal is done in conjunction with College of Engineering. Parking lots are cleared.
      ▪ Signage - needs further discussion. Will have to be budgeted for.
      ▪ There was suggestion to have a statement from Maintenance of things that would be part of Western's commitment and then a statement of what will be above and beyond Western's commitment, for the Council to discuss.
      ▪ Materials in addition to labor would need to be budgeted for.

   Michael Nassaney reported for the Research & Education Committee:
      ▪ Committee has not had a chance to meet yet.
      ▪ Concern was raised over conflicting interests on the property. In trying to clean up the property relics that could have been useful to archeologists were destroyed.
      ▪ This Council is needed to serve as a body to oversee a whole range of activities going on at the property.

VIII. Public Comments
      None.

IX. Council / Staff Comments
      ▪ Meeting was listed in the Quick Reads section of the Kalamazoo Gazette.
      ▪ Tim Hoysz brought up the Parkview Hills garlic mustard pulling activities. Working to set up dates. Call Tim to participate. Parkview composites it.
      ▪ Garlic mustard is an extremely aggressive invasive pest.
Suggestion to publicize the mustard pullings. Maybe could become a city wide activity. Cannot skip a year. Need to pull it up within a certain time period.
Wildlife on the property is very diverse. Large fish were caught in the lake.
Concern over a dead deer on the lake. It will be left to nature.
Should address the problem of dogs without leashes in the future.
It was suggested a field trip to Asylum Lake should be scheduled.
It was suggested the Gibbs House could be used for future meetings.
Wood Hall is also available, however parking may be a problem. This will be looked into.
Council should visit Pickerell Lake in Kent County for examples of improvements the Council may want to make at Asylum Lake.
Cost figures for a boardwalk will be looked into.

X. Adjournment
Meeting was adjourned at 8:15 PM.