

# CARC Meeting Minutes

March 12, 2026 at 5:30 p.m.

First Congregational United Church Annex Building  
106 Bostwick St S, Charlotte, MI 48813

## Charlotte Area Recreation Cooperative

Minutes – Submitted by Valerie Reisen

1. Call to order- Meeting was called to order at 5:31 pm.
2. **Roll Call-** In attendance were Josh Howe, Valerie Reisen, Curtis Scott, Richard Harvey, and Emily Williamson. Sue Ruegsegger (Charlotte Public Schools) and Kent MacDonald (Charlotte citizen) were also present.  
**Absent:** Anissa Buiskool & Jeni Beck
3. Approve the previous meeting minutes- Curtis Scott made a motion to approve the minutes from the January 8, 2026 meeting. Second. Motion carried.
4. Public Comments- There were no public comments.
5. Agenda Items
  - a. Charlotte Public School Athletic Department Grant Application- Discussion was held regarding the proposed AED enclosure. Sue Ruegsegger explained that while AEDs are currently located inside locked school buildings, the enclosure would allow community members access to the equipment when facilities are closed. The enclosure will be attached to the barn near the tennis courts. The school will complete the installation, reducing the cost to \$1,258.99. It was noted that EMS response time is typically 6–8 minutes, and timely access to an AED is critical in emergencies. Information regarding use of the outdoor AED will be provided for organizations utilizing the facilities. **Emily Williamson made a motion that we support the purchase of AED enclosure for \$1258.99. Second. Motion carried.**
  - b. Baseball Equipment Request- A request was submitted by Frank Silvas for the purchase of a new base set in the amount of \$189.99. **Emily Williamson made a motion to approve the purchase of new bases. Second. Motion carried.** The existing bases will be retained and made available for unscheduled field use, to be managed by Emily Williamson.
  - c. Fiduciary Form- **Curtis Scott made a motion to approve payment of the following expenses. Second. Motion carried.** Josh Howe will sign the fiduciary form and submit it to the Charlotte City Treasurer.
    - i. \$1258.99 to Charlotte Public Schools for purchase of AED enclosure
    - ii. \$189.99 to Frank Silvas for purchase of new bases (Champro Sports)
    - iii. Up to \$5500 to Kenyon and Sons for lawn mowing service
    - iv. Up to \$3500 to Thompson Lawn Care for weed control
    - v. Up to \$2000 to Bryner's Septic Service for portable toilet maintenance
    - vi. Up to \$500 to the City of Charlotte for trash removal
    - vii. Up to \$4000 to Marsh & Meadow Outdoors LLC for wildflower prairie maintenance
    - viii. Up to \$3200 to David Chapman Agency for insurance

Minutes submitted by Val Reisen  
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- d. Carmel Township Funds- The board will verify whether funds from Carmel Township have been received in the account. Carmel Township representatives will continue to be invited to future meetings.
  - e. CARC 2026-2027 Budget- Curtis Scott and Richard Harvey will present the CARC budget to the City of Charlotte and Eaton Township for approval by May 2026.
  - f. Any open items- There were no open items.
6. Board Member Comments- There were no board member comments.
7. Adjournment- Josh Howe made a motion to adjourn the meeting. Second. Motion carried.

The next meeting will be held on **April 9, 2026 at 5:30 p.m.** in the annex of the First Congregational Church located on S. Bostwick St.