

White Birch Lakes
Board of Directors Meeting Minutes
August 12, 2017

I. Call to Order:

President Bridges called the meeting to order at 10:00 am.

Board Members present: President Bridges, Directors Witchell, Dombrowski, Holzer, Getz and Allen; also, Secretary/Treasurer McClusky

Board Members Attending by Teleconference: Director Pryde

Absent: Supervisor Lubs

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

Director Holzer: Plant Exchange Expense

III. Approval of Minutes:

(1) Director Witchell moves to approve the June Meeting Minutes as presented, 2nd by Director Allen.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

(2) Director Holzer moves to approve the financial reports for June as presented, subject to the Auditor's approval,

2nd by Director Dombrowski.

All Ayes, motion carried.

(3) Director Dombrowski moves to approve the financial reports for July as presented, subject to the Auditor's approval,

2nd by Director Allen.

All Ayes, motion carried.

(4) Director Allen moves to approve the August Payables as presented, 2nd by Director Witchell.

All Ayes, motion carried.

V. President's Report:

President Bridges reported the following:

“Our Annual Meeting was last month and we had a good turnout, however, we have over 800 Members and just a little over 100 people were there. There was a very respectful interaction among Members and there were positive suggestions made and motions were made that are good ideas which the Board will follow up on over the next year. We had a great meal and fun was had by all.”

“Please check out our website www.whitebirch.org for pictures, the Birch Bark and special announcements, upcoming events and general information. This is a great place to visit when you are unable to be here in person.”

VI. Supervisor's Report:

President Bridges reported the following for Scott:

“Summer is in full swing and we have had a lot of visitors up to our Clubhouse and lots of Members utilizing the beaches and lakes. If you have witnessed or have suggestions on how to improve these areas please let us know by contacting the Supervisor's office during regular business hours. There is now available at the Clubhouse a “Pickle Ball” kit including a net and directions; for those adults who are curious come down and give it a try. Special hours for Labor Day include Friday-Sunday until 8:30 pm and Monday until 7:30 pm.”

“With Labor Day coming up there is still room in the Campground for camping. Please also note that reserving Winter Storage of campers is in full swing and unfortunately for those Members who reserved with us last year, your spot may already be gone. Please be sure to contact us about your storage needs as soon as you can.”

“Many thanks to the Morrish's for their donation of a new panic bar for the pool room door. For those of you who utilize this door on a regular basis it's a huge difference in the one that used to be there as that one was very rusty and not very appealing.”

“Dust control brine will be applied by Beckman’s out of Harrison on the 23rd and 24th of August just in time for Labor Day. This is two weeks later than originally scheduled and may eliminate the need to schedule anymore for the current year due to decent amounts of rain in the past two weeks.”

“Please note that we have been receiving reports of trespassing on Members lots and excessive traffic at late hours in the night from ORV’s. Members please understand you have the responsibility to inform your guests and members of your immediate family to operate these motor vehicles safely and respectfully.”

“Our sincere apologies on the inconsistent operation of the main gate. Your patience has been much appreciated as we have been moving forward on the insurance claim and our Gate Service Provider has been working diligently to bring our gate system back on line. It is ours and Van’t Hof’s realistic goal to repair this gate to its full working potential, without any unforeseen incidents, for one year without need of repair.”

“Thank you and our many thanks to the WBLRA staff for the jobs they do.”

VII. Committee Reports:

EPC Committee: Marty Perkins reported for Sandy Getz that there were 1 contiguous lot status, 7 tree removals, 2 driveways-1 being cement and sidewalks, 1 accessory building-unattached, and 1 dog kennel approved for July. Marty also mentioned there is an abandoned hunting trailer that needs to be removed around Lot 1214.

Election Committee: Chairperson Claudia Pelfery reported there was nothing new to report.

Campground Committee: Director Witchell reported a couple of things came up at the Annual Meeting in July which includes the Merry-Go-Round being repaired. It has been repaired and did not require any cost other than oil and grease. (President Bridges thanked Fred for his labor in repairing the Merry-Go-Round). Fred also mentioned that the Campground and storage area will have new numbers on the stakes this year for winter storage to eliminate some confusion as to where Members should put their campers. Both areas should be complete by the end of this month. The dump station has been repaired after discovering an obstruction in the line. A better cleanout was made so if needed in the future it can be taken care of better. Another item brought up at the Annual Meeting was for the 50/50 money to be used for an additional piece of playground equipment. A Climbing Dome will be purchased and it should be in place by the end of the year.

Activities: Director Holzer stated there is going to be a Labor Day Cook Out and Band which will be discussed later in the meeting. Also, she has had a request from Michele Fennimore to put a basket in the Clubhouse for collections/donations for the Clare County Animal Shelter for September, October and November. Each month will be for specific items. September items will be for dogs, October items will be for cats and November will be for TREATS for both dogs and cats. For further information please contact Michele Fennimore at 989-588-1239. (No approval necessary from Board as it will be the same as the food donation basket already being utilized)

Carolyn Neal mentioned the Fall Plant Exchange will be Saturday, October 7th, from 1 pm to 4 pm at the Pavilion in the Campground.

Safety: Bob Pelfery stated there are quite a few new families in White Birch and many have children which you can never tell which way they will go on the roads so he is asking Members and Guests to please use caution and **SLOW DOWN AND STOP AT THE STOP SIGNS**. He also thanked the ones that are now stopping at the stop signs. Bob also asked Members to try to keep the ATV’s etc. down to a minimum to help keep the roads from being torn up. Director Dombrowski stated that the “trail” by the pipeline is becoming a road and something needs to be done to stop the traffic. Bob also mentioned that cars are going out by the old Maintenance area so something needs to be done there too.

VIII. Comments from the floor (Agenda Items): Available for viewing in the office.

IX. ManagerPlus Report:

Scott’s ManagerPlus work orders were in the Board Member’s packets for them to review. President Bridges stated the reports will be tabled and brought back to the next meeting when Scott is available to answer questions in regards to the work orders.

X. Unfinished Business:

In regards to the Agenda item of “Electrical Upgrade to Clubhouse Interior”, there were 2 sealed bids from Heckman Electric and Mr. Electric which were opened by President Bridges.

*(5) Director Dombrowski moves to table this issue until the next meeting pending clarification of the bids and further information, 2nd by Director Getz.
All Ayes, motion carried.*

Director Witchell provided a drawing of Lot 554 for all the Board Members and explained the need to keep this lot as a Common Property and not list it for sale.

*(6) Director Getz moves to rescind Motion #4 from the May 2017 Board Meeting minutes to have a survey done on Lot 554 and keep the lot as Common Property, 2nd by Director Allen.
All Ayes, motion carried.*

Director Witchell provided options and pricing for Auto Stickers to identify Members and Guests for the Board Members to review. President Bridges stated a committee needs to be formed to gather further information, suggestions and set up policies and procedures. Directors Witchell, Dombrowski and Holzer stated they would be on this committee along with Bob Pelfery, Jim Neal and Supervisor Scott Lubs. A sign-up sheet will be posted on the bulletin board in the Clubhouse for further volunteers to help on this committee.

XI. New Business:

At this time, President Bridges appointed Fred Witchell and Dawn Holzer as Members of the Board from the election at the Annual Meeting.

President Bridges appointed the following 2017-18 Committee Members, Chairpersons and Board Liaisons:

Election Committee: Pat Graham as Chairperson and Phyllis Willoughby as Co-Chairperson, Director Holzer as Board Liaison, Dorothy Nalepa and Teresa Stephens.

EPC Committee: Marty Perkins, Chairperson, Director Witchell as Board Liaison and Dick Hassberger. (This sheet will go back on the bulletin board for further volunteers to sign up)

Members of the remaining committees will be appointed at the September meeting to allow more volunteers to sign up. The sheets are posted on the bulletin board in the Clubhouse. **PLEASE** sign up for a committee or call Vicky or Scott during business hours to have your name listed.

*(7) Director Holzer moves to ratify the email vote to accept the sale offer for Lot 113, 2nd by Director Witchell.
All Ayes, motion carried.*

*(8) Director Holzer moves to ratify the email vote to accept the sale offer for Lot 570, 2nd by President Bridges.
All Ayes, motion carried.*

*(9) President Bridges moves to ratify the email vote to adjust Mark Hathaway's compensation, 2nd by Director Getz.
All Ayes, motion carried.*

*(10) Director Holzer moves to ratify the email vote to add a third dumpster at a cost of \$225.00 per month, 2nd by Director Getz.
All Ayes, motion carried.*

*(11) Director Allen moves to ratify the email vote to reimburse Jeff Wheeler and Bob Luster \$25.00 per month each for On-Call personal cell phone usage, 2nd by Director Getz.
All Ayes, motion carried.*

*(12) Director Holzer moves to approve up to \$700.00 toward expenses for the Labor Day Cook Out and Band event on September 2nd starting at 1 pm in the Pavilion at the Campground, 2nd by Director Allen.
All Ayes, motion carried.*

NOTE: Dan Holzer and Brian Heiden will be cooking hot dogs. Members are being asked to bring a dish to pass. A volunteer sign-up sheet is posted on the bulletin board in the Clubhouse. The band "Facechord" will be playing again starting at 5 pm.

*(13) Director Holzer moves to hold the Fall Garage/Yard Sales on Saturday, September 16th from 9 am to 5 pm, 2nd by Director Dombrowski.
All Ayes, motion carried.*

NOTE: A sign-up sheet will be posted on the bulletin board in the Clubhouse.

In regards to the Agenda Item of “Board Approval for the Birch Bark”, the Board agreed that they did not have to review it for approval provided that Vicky and Scott have reviewed it prior to printing and sending.

*(14) Director Holzer moves to transfer the 2016-17 Annual Audit surplus in the amount of \$55,481.00 from the Isabella Bank Money Market account to the Capital Improvement Fund at Mercantile Bank, 2nd by President Bridges.
All Ayes, motion carried.*

*(15) Director Holzer moves to accept the bid from Ferrellgas for the 2017-18 season for propane at a price of \$.999 per gallon for the first fill and a fixed price of \$1.249 per gallon until July 31, 2018 with unlimited gallons, 2nd by Director Witchell.
Roll call vote,
Ayes – Directors Witchell, Dombrowski, Pryde, Holzer, Allen and President Bridges
Nays – Director Getz
Motion carried.*

NOTE: For Members becoming new customers of Ferrellgas the price will be \$.999 per gallon for the first fill and a fixed price of \$1.299 per gallon until July 31, 2018 for new and current customers with unlimited gallons. If you mention that you are being referred by White Birch Lakes, Ferrellgas will donate \$50.00 back to the Association Clubhouse. Please call Kathy or Diane at 1-800-395-9091 if you are interested.

*(16) Director Dombrowski moves to approve the Fall & Winter Clubhouse/Pool hours as presented, 2nd by Director Holzer.
All Ayes, motion carried.*

In regards to the “Electronic Teleconference for Absent Board Members/Committee Members” Agenda Item, Vicky explained the addition of a Speaker Telephone that is connected using the fax telephone line which allows for two people to listen and comment at meetings and if more are needed, the Secretary/Treasurer telephone can be utilized for two additional people to listen and comment. Director Pryde stated he was able to hear the meeting well with the system in place.

*(17) Director Dombrowski moves to ratify the email vote to accept the insurance payment in the amount of \$10,153.95 toward the gate repair, 2nd by Director Allen.
All Ayes, motion carried.*

*(18) Director Holzer moves to ratify the email vote to accept the sale offer for Lot 838, 2nd by Director Dombrowski.
All Ayes, motion carried.*

*(19) Director Dombrowski moves to approve up to \$75.00 toward the Fall Plant Exchange expenses scheduled for October 7th, 2nd by Director Holzer.
All Ayes, motion carried.*

XII. Comments from the Floor (For the Good of the Order): Available for viewing in the office.

*(20) Director Dombrowski moves to adjourn the meeting to Closed Session at 12:15 pm, 2nd by Director Getz.
All Ayes, motion carried.*

XIII. Closed Session:

The Board discussed a legal matter with no motions made.

Scott Lubs’ annual review was discussed.

*(21) Director Allen moves to adjust Scott Lubs’ compensation effective on his Anniversary date, 2nd by Director Witchell.
All Ayes, motion carried.*

*(22) Director Dombrowski moves to rescind Motion #10 from the June Board Meeting minutes to compose a letter to Lincoln Township regarding concerns with the proposed Zoning Ordinances, 2nd by Director Allen.
All Ayes, motion carried.*

The Board of Directors returned to Open Session at 1:02 pm.

*(23) Director Witchell moves to ratify the above motions made in Closed Session, 2nd by Director Allen.
All Ayes, motion carried.*

XIV. Adjournment:

Meeting was adjourned at 1:05 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky, Secretary/Treasurer