

White Birch Lakes
Board of Directors Meeting Minutes
February 13, 2021
(Meeting conducted through GoToMeeting.com and at the Clubhouse)

I. Call to Order:

President Bryant called the meeting to order at 11:00 am.

Board Members Present: President Bryant; Directors Brandle, Dombrowski, Hassberger, Pryde, Simons and Boos also, Secretary/Treasurer Vicky McClusky

Board Members Attending by Teleconference/GoToMeeting: None

Board Members/Others Absent: Office Administrator Bambi Christensen

Note: There were 2 Members listening to the meeting through GoToMeeting and 2 in Attendance at the Clubhouse.

The Invocation was given by Director Hassberger.

The Pledge of Allegiance was recited by all present and listening.

II. Additions to the Agenda:

Closed Session: Director Pryde – Employee Concerns

New Business: Director Simons – Date for Campers to Return to Lots

III. Approval of Minutes:

(1) Director Dombrowski moves to approve the minutes from the January Board Meeting, 2nd by Director Hassberger. All Ayes, motion carried.

IV. Income Statements - Treasurer's Report:

At this time, Vicky thanked Dawn Holzer and Bob & Michelle Fennimore for folding 880 inserts times 3 to go with the Annual Assessment invoices. Also, Vicky thanked Dawn Holzer, Nancy Buchholz, Dorothy MacMillan and Georgia Romine for helping with the stuffing of envelopes to get the invoices out. They were sent out on Tuesday, February 9th. There were 1,138 invoices sent out totaling \$483,650.00 for potential income this year and as of today, we have 863 Members.

Director Simons asked if the inserts could be put on the Website and/or the Facebook page for Members to print out if they would like to use them so the annual mailing could be simplified and expenses would be less as far as printing, postage, etc. Vicky explained that Members do use them but would look into this before next year and ask the Board if the inserts should be continued or eliminated.

Vicky also reported that the Directors have a copy of the 2021-22 Budget report in their folders showing the Budget as entered in the computer, with Dawn Holzer's help, and that \$13,047.46 in Assessment payments, \$30.00 in Boat Rack payments, and \$990.00 in Camping fees has been received already.

(2) Director Simons moves to approve the financial reports for January as presented, subject to Auditor's approval, 2nd by President Dombrowski. All Ayes, motion carried.

(3) Director Dombrowski moves to approve the February 2021 Payables as presented, 2nd by Director Hassberger. All Ayes, motion carried.

V. President's Report: President Bryant reported the following:

“First, I would like to express my deepest condolences to 3 families here in White Birch for Jack Manninen, Dave Couturier's son, and Sharon Van Overbeke, all deceased. Dave's son passed away and Jack Manninen passed away on February 8th but I don't know the date that Sharon passed away. My condolences to the families.”

“At today's meeting the Board will be presented with a proposal from the Safety Committee that I feel is very important to our Association. This has been discussed many times before. This is a very detailed report that we have in front of us and I'm sure will be touched on today, but because the Board has just received it, I am sure we will probably discuss it but will have it put on for next

month's meeting. I would like to see this proceed as quickly as possible. I think the items within it insure adding safety to our Association and security, and would benefit us from the stand point of the break ins that we have been experiencing. I would like all those Members to pay attention to this because without their excepting what's in it, it won't work. We need to have participation from the Members even though some people think it infringes on your rights. It has great things towards security and protecting our amenities. So, please stay involved and contact us Board Members or the suggestion box on things that as this transpires as to what your feelings are. Thank you."

"Jess and Jeff have been busy keeping the roads open. We have had a very heavy winter and they are doing a good job with that. I am looking forward to spring and the campers returning."

At this time, President Bryant congratulated Tim Boos who was chosen to fill the open seat on the Board. Also, that our situation of collecting Assessments is doing well as per Vicky's report and we are well under budget and things are going well. He hopes to see everyone soon.

VI. Office Administrator's Report: President Bryant read the following for Bambi:

"I already have 9 sites booked in the Campground for May and a few for July."

"I was asked to get numbers for my office door. A Dutch door would cost about \$950.00 but I was talking to Jeff about it and he says we can make one from a solid wood door. I looked a door up and it runs around \$170.00. Pictures are attached to this email."

"As far as hiding the phone system on the wall, we are still trying to figure it out. I thought I had found a cupboard but after discussing it with Jeff, we don't think it would work. Jeff thinks some kind of bookshelf type thing would look good there."

"I would also like to know if it's okay to paint once I fix the holes in the walls. It shouldn't cost much, maybe \$100.00."

At this time, President Bryant also read Bambi's portion of the Lightning Plus Report as follows:

"I have been messing around with the Lightning Plus for weeks now and I can honestly say, it's coming along. I have a love/hate relationship right now with it. I have updated all the Maintenance plans, there were 200. Jeff and Jess helped me do about 210 old work orders this week and I'm so thankful to them. As of right now, we are still generating old work orders here and there but it shouldn't take very long before we are totally caught up. I did get a couple reports but I will have to send those via email this coming week. I'm still getting the program perfected and it will take a couple months for the reports to really show good information."

"Jeff has reached out to Cody Bauer again regarding the Timber Culvert, but unfortunately, they are playing phone tag last I heard. Jeff seems to think the permit is probably the hold-up due to Covid restrictions and also the weather."

VII. Committee Reports:

EPC Committee: Director Hassberger reported for the month of January there was 1 request for an Accessory Building that was approved and 1 Contiguous Lot for Transfer of Ownership request that was approved. He also stated that no further action will be taken regarding the letters that were sent out for lot conditions until after April 1st due to the amount of snow and weather conditions.

Conservation Committee: Dawn Holzer reported that she talked to Melissa Townsend, Administrator for the Clare County Conservation and Melissa stated that approximately 20,000 acres in Clare County will be treated for the Gypsy moth infestation in mid May. Letters will be sent to property owners that will be treated by Aerial Spraying. If you OPT out, no one within 600Ft of the property lines will be treated, so don't OPT out. Any questions on the gypsy moth treatments, areas, etc, please contact Melissa at 989- 539-6401. This treatment won't take care of all the caterpillars, so being proactive on your property is very important too. Scrape the egg masses off into a cup or container and either burn them or soak them in Dawn dish detergent. By scraping them off the tree and letting fall to the ground, will not kill them, even in winter. You can also purchase Gypsy moth traps from various websites. I have used ArbiCo Organics and the price is very reasonable, 10 traps with 10 lures is only \$40.00. One tip, DO NOT touch the lure because the moths will follow you forever!!!!

At this time, Director Brandle asked Director Hassberger if the Township is still working on the 2 Campers that are still on lots and also Director Simons asked if the house just inside the gate is still going back to the County for back taxes.

Campground Committee: Director Dombrowski reported that the parking lot at the Campground looked great and thanked Jeff and/or Jess for that. He also stated he didn't walk back to the enclosed Storage area so he couldn't report on that but everything seems to be okay in the Campground area.

Covenants and Restrictions Committee: Director Simons thanked Directors Hassberger and Pryde for replying with suggestions for possible revisions to the C & R's. He stated that he hasn't had the time to put it together and bring to the Board. He asked the rest of the Board Members opinion as if this is something that should be prepared for this year's Annual Members Meeting or for next year. Director Hassberger stated he feels it is going to take quite a while to put everything together and have it ready for this year. Director Dombrowski suggested that maybe it can be addressed at this year's Annual Members

Meeting to get input from the Members as to what they want to see considered, and if a pattern is seen that the Directors can legally change, those ideas could be looked at also. Director Simons stated he would like to see more input from the Board Members so he can start working on a possible revision

to present to the Board for discussion.

Safety Committee: Director Hassberger reported that all the Directors have a report in their packets which the Safety Committee has presented for discussion. After much discussion regarding the report, President Bryant stated this item will be put on the March Board Meeting Agenda for further discussion to allow all the Directors to have a chance to go through the report.

Activity Committee: Vicky stated that Bingo is scheduled for Saturday, February 20th, from 1 to 3 pm and President Bryant stated that the Government Compliance should be checked to make sure the event can be held. Vicky stated she would have Bambi check and get with Marney Frank.

VIII. Comments from the Floor (both Agenda Items and For the Good of the Order): Available for viewing in the office when open and also available by email if requested.

IX. ManagerPlus/Lightning Plus Reports: Director Pryde added the following beyond Bambi's report earlier:

"When I was in last week, Bambi was going back through everything and the reports are going to be very meaningful. One thing that the company hadn't done yet is originally they were letting everyone go through, which Bambi and Jess have been doing, to get acclimated to the program and then they were going to erase everything and download the program again. That didn't happen. Bambi did say she found a way to pull the old data up which was still in the old database. Everybody is excited about it but I still think we need to do more work on it or at least the mobile end of it to make sure that we exactly understand how it gets downloaded because we were told in the beginning that if someone comes within data range it automatically updates itself. So far, we haven't seen that done yet, so again, it is a learning curve but it is going to be a lot better than what we had."

A short break was taken at this time.

X. Unfinished Business:

In regards to the Agenda item of "Coronavirus COVID-19 Update", President Bryant stated everything remains the same and there aren't any new updates at this time.

In regards to the Agenda item of "Common Property Taxes Update", Vicky reported that the 2020 Winter taxes have been paid as our Attorney, Paul Blanco, had recommended. The common Property taxes that we normally pay each year were paid in the amount of \$458.42 and the properties that are being paid under protest were paid in the amount of \$22,929.99. There isn't anything new to report regarding further legal actions.

In regards to the Agenda item of "Timber Lake Culvert Update", President Bryant read Bambi's update earlier but stated that he has spoken directly to Cody Bauer and Cody stated he is waiting for the permit from EGLE before he can proceed.

XI. New Business:

*(4) Director Brandle moves to ratify the email motion to place a notice in the Birch Bark and on the website for potential purchasers to check with Vicky for outstanding Association and/or tax fees before purchasing property from individuals, 2nd by Director Dombrowski.
All Ayes, motion carried.*

*(5) Director Simons moves to rescind the prior motion that was made for Ridenour Drywall & Remodeling to paint the T1-11 wall on both sides in between the Clubhouse Meeting & Fireplace rooms, 2nd by Director Steve Bryant.
All Ayes, motion carried.*

*(6) Director Simons moves to ratify the email motion to allow Dawn Holzer to pick out and purchase stain for the wood wall in the Clubhouse and direct our Maintenance personnel to assist her by doing the higher half of the wall; stain and materials not to exceed \$950.00 with the funds coming from the Capital Improvement/Contingency Fund, 2nd by Director Hassberger.
All Ayes, motion carried.*

*(7) Director Simons moves to approve Spring and Fall Garage Sales for 2021 to be held on Saturday, May 29, 2021 from 9 am to 3 pm, and also on Saturday, September 4, 2021 from 9 am to 3 pm pending any compliance of any Government Restrictions, 2nd by Director Brandle.
All Ayes, motion carried.*

Note: Garage Sale sign up sheets will be placed on the bulletin board in the Clubhouse on April 15th and again on August 13th if you would like to be placed on the Garage Sale maps.

(8) Director Simons moves to get quotes to replace the Gazebo at Holiday Lake, 2nd by Director Dombrowski.

Note: This item is being tabled to the March Board Meeting for further information regarding size and materials. A vote was not taken on the motion.

In regards to the Agenda item of "Campground Bathhouse", Director Simons mentioned that the exposed water lines in the shower areas were to be replaced with Pex line. After much discussion, President Bryant stated he would work on this project to see what is needed and this item will be placed on the Agenda for the March Board Meeting for further discussion.

In regards to the Agenda item of "Snow Removal at the Clubhouse", there was much discussion which resulted in a Board decision that direction will be given to the Maintenance Personnel and the Clubhouse Attendants for the snow removal protocol in writing.

*(9) Director Simons moves for campers to be able to return to lots as of Friday, May 14, 2021 for the 2021 camping season under a blanket permit, 2nd by Director Dombrowski.
All Ayes, motion carried.*

XII. Comments from the Floor (both Agenda Items and For the Good of the Order): Available for viewing in the office when open and also available by email right now if requested.

*(10) Director Dombrowski moves to go into Closed Session for Employee Concerns at 1:04 pm, 2nd by Director Boos.
All Ayes, motion carried.*

XIII. Closed Session:

Employee concerns were discussed with no motions made.

*(11) Director Brandle moves to go back into Open Session at 2:36 pm, 2nd by Director Hassberger.
All Ayes, motion carried.*

*(12) Director Simons moves to adjourn the meeting at 2:37 pm, 2nd by Director Dombrowski.
All Ayes, motion carried.*

Submitted by,

Vicky McClusky, Secretary/Treasurer