

**White Birch Lakes
Board of Directors Meeting Minutes
March 9, 2019**

I. Call to Order:

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

Board Members Present: President Bridges, Directors Holzer, Dombrowski, Hassberger and Allen; also Supervisor Wheeler and Secretary/Treasurer McClusky

Board Members Attending by Teleconference: Directors Witchell and Getz

Board Members/Others Absent: None

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions/Deletions to the Agenda: None

III. Approval of Minutes:

*(1) Director Allen moves to approve the February Meeting Minutes as presented, 2nd by Director Hassberger.
All Ayes, motion carried.*

IV. Income Statements-Treasurer Reports:

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

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

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

"For the past several years with the current Board Members and a few who are no longer on the Board, our mantra has been to be pro-active instead of reactive. Because of financial restrictions and philosophies, the reactive approach had been taken for years."

"Because we are a 501c3 non-profit, we must put monies back into the Association. You can see that we have done this by purchasing new equipment like the grader, dump truck and backhoe. We have re-sided the Clubhouse, insulated the flat ceiling areas of the Clubhouse, and new energy efficient windows and patio doors have been installed."

"We are currently updating the furniture in the Clubhouse and plan to refurbish the bathrooms and kitchen. This will bring this building out of the sixties to live in the present. This is certainly more pleasing to the Membership, as well as a selling point to new Members who are buying or plan to buy in White Birch Lakes."

"To those Members who do not live in White Birch Lakes, we have had a huge amount of ICE AND SNOW this year. Much time has been spent on our roads. Jeff, Bob and now Tom have started in the middle of the night to clear the snow so Members can move to go to school and work. Bob has been trained and is working with the grader, (Please allow him some time to get experienced and move your mailboxes back), and Tom, our new employee, has been trained driving the belly blade truck. This has been a daunting task due to the excessive amounts of snow we have had."

"Spring is soon to come and new tasks will occur for them to enjoy. We will be getting ready for the camping season to begin again to see and enjoy our absent Members. Stay tuned for updates next month."

VI. Supervisor's Report: Jeff reported the following:

"I just want to thank you for hiring me for the Supervisor's job."

"First I just want to say that we have been working very hard on the roads and Members need to kind of give the guys a little slack because they are green. Mail boxes still haven't been plowed up to but the ground is frozen underneath so it is a little difficult. They have been working hard to try to get it back into shape."

Jeff also stated the backhoe is currently being worked on at Red's Repair for a leak in the injection pump. Red's thinks it is a seal inside the pump but won't know for sure until they get a look at it. It will be 2 to 3 weeks before it is fixed. The backhoe was

trailed to Red's but it will have to be manually driven back to the Association due to weight restrictions being placed on the roads this next week.

As an update on the expansion of the Maintenance Building, Jeff stated he has talked to Cody Bauer and the permits have been applied for and we are just waiting for the approval from the Township to get started.

Benning's came in this week and resurfaced the pool area, hallway and restrooms floors again but we are already seeing white stains from the chemicals again.

Jeff thanked Vicky for all her help while he is learning the programs on the computer. He also stated that Bob and Tom are doing great learning the equipment.

At this time, Vicky updated the Board regarding the new furniture delivery. Ivan from Rustic Log Furniture called and stated the estimated delivery date will be April 11th or 12th. Around that time frame, she will be contacting the Members who purchased the existing furniture so they can come in and pick it up.

VII. Committee Reports:

Campground Committee: Director Allen reported there were only a couple of campers that had tracks around them besides his own. Director Dombrowski added there is 1 campsite being used. Jeff added that the enclosed storage trailer at the beginning of the Campground entry does belong there. It is being used for the remainder of the storage season.

EPC Committee: Director Hassberger reported that for the month of February there were 1 New Contiguous Lot Application and 1 Tree Removal Application approved. There are still 2 campers left on lots but those have been turned over to the Township to handle.

Activity Committee: Vicky reported there is an Easter Egg Hunt and Dinner scheduled for April 13th. The Egg Hunt will be at 4 pm with dinner following. There is a sign-up sheet on the bulletin board in the Clubhouse for Members to sign up how many will be attending the Egg Hunt and dinner and what side dish you will be bringing. The ham will be provided by the Association.

Election Committee: Director Holzer reported as the Board Liaison that the Annual Election will be coming up soon. There will be 3 Board seats coming up for election for a 3-year term. Board Meetings are the 2nd Saturday of each month with the exception of July, which is the 3rd Saturday of the month. You do not have to be a full-time resident. Meetings are now approved according to the By-Laws to be in attendance by conference calls. All Members are encouraged to volunteer their time to the community in order to continue the wonderful progress in White Birch Lakes.

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

IX. ManagerPlus Report:

Jeff stated he is working on learning this program. There isn't anything to report at this time.

X. Unfinished Business:

Director Dombrowski explained the scope of work to be bid and showed the Board Members samples of tiles for the shower stall walls and floors in both the Men's and Women's Bathrooms at the Bathhouse. This Agenda item is being tabled until the April meeting so bids can be obtained.

XI. New Business:

*(4) Director Allen moves to ratify the email vote to adjust Robert Keller's compensation for taking over the position of Crew Leader for Maintenance, 2nd by Director Hassberger.
All Ayes, motion carried.*

*(5) Director Allen moves to accept White Birch Realty and Homewaters Recreational Real Estate as the April 2019 to April 2020 Association Realtors to sell the remaining WBLRA owned properties that are for sale, 2nd by Director Holzer.
All Ayes, motion carried.*

*(6) Director Hassberger moves to accept the quote from Schumacher Agency with Auto-Owners being the carrier for the April 2019 to April 2020 insurance in the amount of \$13,441.57 to be reduced to \$12,275.87 by making the payment in full, 2nd by Director Holzer.
All Ayes, motion carried.*

(7) Director Holzer moves to rent P.O. Box 839 for the 2019 Election, 2nd by Director Hassberger.
All Ayes, motion carried.

(8) Director Holzer moves to continue using Beckman Production Services for the 2019 Brine at a cost of 16 cents per gallon for Mineral Brine using approximately 60,000 gallons per application for 3 applications, 2nd by Director Dombrowski.
All Ayes, motion carried.

(9) President Bridges moves to remove the existing Rice Coal Stove in the Clubhouse, replace with a new unit and sell the existing coal stove with the remaining rice coal and accessories, 2nd by Director Allen.
All Ayes, motion carried.

(10) Director Hassberger moves to purchase an Ascent 33" Napoleon Electric Fireplace Insert and necessary steel to enclose the opening for an amount up to \$2,000.00, 2nd by President Bridges.
All Ayes, motion carried.

At this time Director Witchell left the meeting.

(11) President Bridges moves to approve the bid from Stanley Painting Company for the drywall repairs and painting of the Clubhouse shower walls and cement stoops in the changing areas, the Women's and the Men's Restroom Walls, and the hallway walls to the pool for a cost of \$5,325.00, 2nd by Director Dombrowski.
All Ayes, motion carried.

The Agenda Item of "Clubhouse Meeting & Fireplace Wall Painting" was to discuss whether or not to paint the T1-11 wood walls and trim that divides the meeting and fireplace rooms. This has been tabled until the April meeting for further discussion.

The Agenda Item of "Ice Machine Discussion" was for discussion on whether there is a need for an ice machine for Member's to be able to purchase ice and what would need to be done to be able to have an ice machine. This has been tabled until the April meeting so further information can be obtained.

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

(12) Director Dombrowski moves to adjourn the regular meeting at 1:53 pm and go into Closed Session, 2nd by Director Holzer.
All Ayes, motion carried.

XIII. Closed Session:

(13) Director Allen moves to adjust Georgia Romine's compensation effective back to February 2nd due to her annual review and to make all the Clubhouse Attendants, Campground Attendant and Safety Anniversary dates to be March 1st each year. Also, to adjust Bob Pelfery and Claudia Pelfery's compensation for their annual reviews to start when they resume their work schedules in May, 2nd by President Bridges.
All Ayes, motion carried.

A Member Foreclosure issue was discussed with no motions made.

The Board returned to Open Session at 2:11 pm.

(14) Director Holzer moves to ratify the motion above made in Closed Session, 2nd by Director Hassberger.
All Ayes, motion carried.

The meeting was adjourned at 2:13 pm.

Submitted by,

Vicky McClusky, Secretary/Treasurer