

White Birch Lakes  
Board of Directors Meeting Minutes  
April 8, 2017

**I. Call to Order:**

President Bridges called the meeting to order at 10:03 am.

Board Members present: President Bridges, Directors Bryant, Dombrowski, Holzer, and Getz; also, Supervisor Lubs and Secretary/Treasurer McClusky

Absent: Directors Pryde and Allen.

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

**II. Additions to the Agenda:**

New Business:

President Bridges: Step Forward Michigan Program  
Mother's Day Breakfast  
Pool Usage for Lincoln Township Fire Department Training  
Board Matter  
Employee Matter moving from Closed Session to New Business  
Annual Meeting Meal

**III. Approval of Minutes:**

*(1) Director Holzer moves to approve the March Meeting Minutes as presented, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

**IV. Income Statements-Treasurer Reports:**

*(2) Director Bryant moves to approve the financial reports for March as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

*(3) Director Bryant moves to approve the April Payables as presented, 2<sup>nd</sup> by Director Getz.  
All Ayes, motion carried.*

**V. President's Report:**

President Bridges reported the following:

"Another month and the campers will be back and the season begins! I look forward to this time every year, great to see old friends and summer fun being enjoyed by all. The winter has been good to us, cold but not a lot of snow. Trees have come down because of the winds and the Maintenance Team is hard at work trying to get the roadways in shape."

"I and other Board Members have heard from Members, why don't we have this activity or we use to do that. I agree there are many organized activities that have been much fun in the past. White Birch Lakes will support any activity that people can think of. Sandy Getz is the Activity Chairperson and is looking for Volunteers. She has organized a Movie Night which was well attended and is looking forward to having movies at the Pavilion in the summer for all to enjoy. We had many activities in the past but those who were involved are now too old or have passed on. We are recovering from the housing fall of 2008 and we have many new Members who have either bought lots for camping or have purchased homes. We need those folks to step forward to help plan and participate in the events. Let's make White Birch Lakes a great place to enjoy."

"On the same note, we have elections coming up in July. John is resigning due to personal reasons and I expect a formal resignation letter from him in a few days so in July there will be three (3) Board Members that are up for re-election, two (2) are for three (3) year terms and one (1) would be for one (1) year and that would be the remainder of John's term so we can stay on the right cycle. We need Members to step forward to run for a Director position. Participation in the Annual Meeting is also in part a Member's responsibility. This is YOUR meeting, your concerns can be addressed, we also like to hear the good things. We need a quorum to hold the meeting and

as in the past we plan to have a catered lunch. The Annual Meeting is the third weekend in July so please put it on your calendar. This time is an opportunity to meet other Members and rekindle old friendships.”

#### **VI. Supervisor’s Report:**

Scott reported the following:

“Good morning. My sincere apologies to our Members and this Board to the tardiness in completing the task handed down to me during last summer at the Annual Meeting when I was instructed to have those nuisance trees on Lot 614 cut down. That was an oversight on my part and please note that task has been completed. There is now available to Members firewood for pickup. Please be aware that a majority of this is still in logs and will need to be cut. Please take all of the wood and not just the choice pieces as it will enhance the looks of the lot if there is no left-over material laying around. Also note that you will need an updated liability form filled out and on file. This form can be picked up at the office during regular business hours, first come first serve.”

“We do understand the conditions of our roads have had some bumps and holes and we will attempt to smooth those out as weather allows. The roads will be prepped for our initial dust control brine as early as the week of May 15<sup>th</sup> as weather and road preparation allow.”

“There are five (5) boat slots remaining to be reserved. Please know that you do have to be a “Member in Good Standing” to reserve these slots at \$10.00 apiece.”

“Please be aware that we will be preparing to open the Campground Bathhouse in this coming month. As you see activity around that building, please don’t assume it is open. We will be replacing the outdated water heater and will need time to meet the stringent State standards on reopening of our water supply that takes additional testing. Our plan is to have that readily available for use at or on the same day that campers are allowed to move back onto their lots on May 12<sup>th</sup>.”

“For Member’s safety, there has been an increase of debris piling on the end of Holiday Lake towards Jefferson Avenue. In the past, this has been utilized as an outlet/inlet for ORV traffic. The Clare County Road Commission is aware of this situation and is planning to contribute debris on the Jefferson Avenue side of this opening as well. Our Association has made it clear in the past that this easement does not belong to WBLRA lot owners and all trespassers will be dealt with harshly by local law enforcement. Please understand this is for the safety and well-being of vehicle traffic on Jefferson as well as anyone attempting to enter Jefferson from this spot.”

“For those Members who are busily picking up winter’s deposit of dead trees, limbs and leaves out of their lots be aware that there are designated areas for leaves and sticks in the Old Maintenance area but please keep material to manageable size for our chipper. Avoidance of burning larger material will assist us in keeping that area clean and ready for your convenience. Remember leaves may be deposited on the compost pile that is clearly marked with signage. Thank you.”

#### **VII. Committee Reports:**

**Campground Committee:** Chairperson Fred Witchell reported that the fencing will be finished soon and there are some picnic tables that need to be painted. He would like to put posts and signs around the septic field area so Members do not drive over the field. The Merry-Go-Round needs to be repaired and he will be taking care of that. Fred also stated that the Campground and Storage areas will be renumbered this year to make it less confusing for Members as to where campers need to park for Winter Storage.

**EPC Committee:** Chairperson Sandy Getz reported there were 1 deck addition, 4 tree removals, 1 attached shed, 1 tree removal/drain field, 1 detached outbuilding, and 1 tree removal/driveway applications that were approved.

Note: At this time, Director Allen arrived and was present for the rest of the meeting.

**Activities:** Sandy Getz reported the first Movie and Popcorn night was a lot of fun. Approximately 14 kids were in attendance. It was very neat and well organized. The next Movie and Popcorn night will be on April 21<sup>st</sup> at 6:30 pm in the Clubhouse and the movie will be “Matilda”. After that the next movie will be “Trolls”. The date and time will be announced soon. Sandy also mentioned that she would like to organize a Member/Family Carnival on June 3<sup>rd</sup> from 1pm to 4 pm at the Pavilion. She is planning many games and activities for all ages. Also, she is asking for Volunteers to help. In the coming months, she would like to organize a Teen Night at the Pavilion.

*(4) Director Dombrowski moves to approve up to \$500.00 towards the Carnival expenses, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

Carolyn Neal gave an update for the 4<sup>th</sup> of July parade and picnic.

*(5) Director Bryant moves to approve up to \$1,200.00 towards the expenses for the 4<sup>th</sup> of July parade and picnic, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

At this time, Director Holzer stated there is a new Forester for Clare County and her name is Nia Becker. If you need to contact her, her telephone number is 989-539-6401.

**Policies and Procedures:** Nothing new at this time.

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

**IX. ManagerPlus Report:**

Scott reported the only outstanding item is the hole in the siding of the Clubhouse which will be taken care of as soon as Harsh Builders is available.

**X. Unfinished Business:**

Scott passed out an Assessment prepared by a Master Electrician from Northland Electric in regards to upgrading the electric in the Clubhouse. This agenda item is tabled for further information.

**XI. New Business:**

*(6) Director Bryant moves to ratify the email vote to rescind Motion #11 from the February 2017 Board Meeting to accept the quote from Schumacher Agency for the 2017-18 Insurance Package in the amount of \$12,513.49 due to an increase in the final premium amount, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

*(7) Director Bryant moves to ratify the email vote to accept the quote from Schumacher Agency for the 2017-18 Insurance Package in the amount of \$14,262.25, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

*(8) Director Holzer moves to put Lot 219 and Lot 1352 on the market for sale, 2<sup>nd</sup> by Director Dombrowski. Roll call vote,  
Ayes – Directors Dombrowski, Holzer, Getz and Allen  
Nays – Director Bryant  
Motion carried.*

*(9) Director Holzer moves to ratify the email vote for the sale of Lot 1244, 2<sup>nd</sup> by Director Allen.  
All Ayes except Director Bryant who recused from voting, motion carried.*

*(10) President Bridges moves to ratify the email vote to accept the quote from Kelly's Tree Service for the removal of trees on Lot 614 in the amount of \$1,800.00, 2<sup>nd</sup> by Director Getz.  
All ayes, motion carried.*

*(11) Director Holzer moves to transfer \$1,800.00 from the Capital Improvement Fund for the removal of tress from Lot 614, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

*(12) Director Bryant moves to accept the quote from Fisher Sand and Gravel in the amount of \$10.25 per ton, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

*(13) Director Bryant moves to accept the quote from County Wide for \$130.00 per month concerning the Porta Jon's for the 2017-18 year, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

President Bridges directed Scott to order the additional Porta Jon for Holiday Lake on the holidays.

*(14) Director Bryant moves to accept the quote from Security Septic Tanks in the amount of \$600.00 for the Septic Tank Cleaning, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

The Board directed Vicky to proceed with the filing of the paperwork necessary for approval of WBLRA to become a vendor for Assessment payments from the Step Forward Michigan program if a Member is accepted into the program.

Any Member that would like more information in regards to this program should go to the following website: [www.stepforwardmichigan.org](http://www.stepforwardmichigan.org) or call (866) 946-7432. For local assistance, call Teagen Lefere, Program Instructor, Michigan State University Extension – Clare County at 989-539-7805 Ext. 3207 or email: [leferete@anr.msu.edu](mailto:leferete@anr.msu.edu)

*(15) President Bridges moves to approve up to \$300.00 for expenses to host a Mother's Day Breakfast, May 13<sup>th</sup>, from 8 am to 11 am, and to appoint Fred Witchell as Chairperson, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

*(16) President Bridges moves to allow the Lincoln Township Fire Department to use the pool on Monday, May 15<sup>th</sup>, from 6:30 pm to 8:30 pm for training pending there isn't any conflicts with the insurance company, with no cost to the fire department, and to have a Clubhouse Attendant work and be paid for the additional time, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

At this time, there was a brief discussion in regards to the Annual Meeting meal. President Bridges stated she would provide further information at the May meeting.

*(17) Director Dombrowski moves to hire an additional Maintenance person for 3 days per week at the normal starting wage as others in the past, 2<sup>nd</sup> by Director Bryant.  
All Ayes, motion carried.*

*(18) Director Dombrowski moves to appoint Director Getz as 1<sup>st</sup> Vice President pending Director Pryde's resignation letter, 2<sup>nd</sup> by Director Bryant.  
All Ayes, motion carried.*

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

*(19) Director Bryant moves to adjourn the meeting at 12:10 pm, 2<sup>nd</sup> by Director Getz.  
All Ayes, motion carried.*

Submitted by,

Vicky McClusky  
Secretary/Treasurer