

**White Birch Lakes
Board of Directors Meeting Minutes
April 10, 2021
(Meeting conducted through GoToMeeting.com and at the Clubhouse)**

I. Call to Order:

President Bryant called the meeting to order at 10:02 am.

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

Board Members Attending by Teleconference/GoToMeeting: None

Board Members/Others Absent: None

Note: There were 3 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:

New Business: Director Simons – Potential By-Law Change
Director Pryde – Employee Job Descriptions
Director Dombrowski – Posting of Website Policies
Closed Session: Director Dombrowski – Employee Matter

III. Approval of Minutes:

(1) Director Simons moves to approve the minutes from the March Board Meeting, 2nd by Director Pryde, All Ayes, motion carried.

IV. Secretary/Treasurer's Report:

Vicky reported that there were 406 invoices added on April 8th, 2021, for the 2021-22 Service/Late fee in the amount of \$21.00 for a total of \$8,526.00. Last year there were 503 invoices added. This results in a decrease of 97 invoices this year which means more Members have paid in full this year or are paying monthly or quarterly payments. Also, 84 mailings were sent out advising Members that the \$21.00 fee had been added.

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

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

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

“Welcome everyone. I see on the GoTo that there are far fewer people listening, the fever is over. We have just a couple weeks here and there will be campers back in the area. I am looking forward to seeing you back.”

“Some reminders here, we’ve gotten rain the last couple of days but the fire danger is still relatively high. When cleaning up your lots, make sure your fires are contained properly in a fire pit and check to see that you have the ability or are allowed to have a fire in a fire pit if you are burning leaves, brush or whatever. We don’t need this beautiful place burnt down. I did notice a couple last weekend when the fire ban was on and I noticed a couple that were unattended. We can’t have that. It is very dangerous in these woods. I stuck around and checked for a couple of hours to make sure that there was a way of putting them out. You can’t be leaving fires unattended.”

“Gypsy moths are a major concern this year. We do have some Members that have elected not to be sprayed which has caused large lots of White Birch that will not be sprayed. Everyone has the right to deny being sprayed, however, if you would please do some research on it, you will see that it is harmless to humans and pets. It only kills those nasty critters that eat all the leaves off our trees and will eventually kill them. By not allowing yours to be sprayed, even though you are going to pay for the areas that are

sprayed, it makes no difference in the amount that you pay, you are not gaining any financial relief by not having the property sprayed. Please look into it and I can only say that in 1987 in July there wasn't a leaf on a tree here in White Birch, many oak trees and many pines. It was devastating. You walked outdoors after taking a shower first thing in the morning and all you could hear, that sounds like raindrops, and felt something hitting your head, it was bug poop. It's not a pleasant situation. Last year in Section One, that's the area coming in the gate going toward Holiday Lake, was pretty darn hard hit. There are large egg masses, the biggest I have seen since I've been here since 1970. Do yourself a favor and scrape those egg masses into a bucket of dish soap. You can't just scrape them off the tree. Scraping them into a bucket is the only way you will kill them. Just scraping them on the ground and letting them lie there, they are still going to hatch. Scrape as many as you can get because that will help to save our trees."

"It has been brought to my attention that there are dogs that aren't so friendly and that are terrorizing your neighbors. It is your responsibility to keep your dogs under control and if you can't keep them under control by voice, you better have them on a leash. There is no reason for a person to be chased from their own yard into their house because they have a mad dog on their heels. We will make every effort that we can to take care of this situation but it would be a lot simpler if property owners take responsibility to take care of their own pets."

"Summer's about to hit us. We will have the rest of our family, the campers here in the next few weeks. I am looking forward to that, happy fishing."

Vicky stated at this time that there are Gypsy Moth Traps for sale here in the Clubhouse for anyone who would like to purchase them to help with the infestation, **come in and buy some. The cost is \$6.00 per trap.** There are instructions on how to assemble the trap. Dawn Holzer added that **when you get the lure out of the packet, DO NOT TOUCH IT BECAUSE THE MOTHS WILL FOLLOW YOU FORVER.**

VI. Office Administrator's Report:

President Bryant reported the following:

In regards to the Agenda item of "Replacement of Administrator's Office Door", he has someone building that door and the cost was less than \$500.00 so it didn't require Board approval. It is being built and may not be here until June, but it is ordered. It will be a split door with a ledge, so to speak, that people will be able to use to write on like the kitchen door. The hardware is included. Cost is \$456.18.

Bambi reported the following:

The Clubhouse pool has a little bit more activity during the week and reservations are being taken for camping.

She stated she got ahold of the company that put the phone system in and he will come in Monday or Tuesday to move the system over so a cover can be put over it. She still hasn't found anything to cover it or anyone to build something to cover it. She feels it will be cheaper to get something like a kitchen cabinet. This would be around \$100.00 for something to cover it up. If anyone has any suggestions, she would like to hear them.

It is Bambi's understanding that a 50/50 was held at the 2019 Annual Members Meeting and the money was earmarked for new playground equipment for the Clubhouse. It wasn't used in 2020 due to the Covid restrictions. There is \$333.00 set aside for equipment. There were Swing set quotes in the Directors packets ranging in price from \$471.69 to \$707.06. She asked the Directors to look them over to see if there are any that they would like to have ordered.

Dale Schmid has been contacted to see if he would be willing to come in and trap beavers again this year. There has been at least one seen in White Birch Lake. Dale told Bambi his fees would be the same as last year.

*(4) Director Simons moves to hire Dale Schmid to come in again this year to remove any beavers from the lakes, 2nd by Director Brandle.
All Ayes, motion carried.*

Director Brandle stated that if another 50/50 is held at the 2021 Annual Members Meeting, more money could be earmarked toward the playground equipment for the Clubhouse and the purchase can be put off until after the meeting.

VII. Committee Reports:

EPC Committee: Director Hassberger reported for the month of March there were 9 tree removal requests and 5 driveway requests approved as submitted or revised. There was 1 fence request that was denied. Director Simons asked if there were any violation letters sent out. Director Hassberger answered no there were not.

Campground Committee: Director Dombrowski stated that before the Board Meeting, he was at the Campground and seen a tree down in the Storage area in which he will take care of after the meeting. He also stated he seen that the gates were down and asked why. President Bryant answered that they are down and need to be repaired. As soon as Jeff has the time, the hinges will be changed so they can be put back up. Director Dombrowski went on to say that in the Campground area and the Storage area nothing seems amiss except an occasional tarp blown off campers.

Conservation Committee: Dawn Holzer reported that on the Website and Facebook there is a letter regarding gypsy moths that explains additional removal of the egg masses. She also stated in regards to President Bryant's remark about the moths killing trees that they don't kill the trees unless the tree is already in distress. She went on to thank Steve Brandle and his wife Jody, Jess and Dawn's husband Dan for helping her to get the masses off the tree at the gate. They scraped the masses off the tree into a paper bag and then burnt them. Anything that you can think of to destroy the masses will help. Director Dombrowski asked about someone opting out of the spraying and what distance is involved. Dawn answered it is a 600-foot area or as big as three football fields. She also stated there are 2 areas in White Birch that will not be treated due to Members opting out of the spraying.

Activities Committee: Bambi asked about holding Bingo and also if the Book Club could hold their monthly meetings in the Clubhouse. President Bryant stated Bingo cannot be held until the regulations change due to Covid. After discussion, Director Simons stated he will look at the guidelines and get back to Bambi regarding these events.

At this time, Dawn Holzer was recognized by President Bryant and she stated the following in regards to lost pets. There aren't any guidelines as to if a pet is found, what is done, where does the person go? She handed out a paper to each of the Directors to look at entitled "Lost or Found Pets Guidelines Within WBLRA" and asked them to look it over and decide if this would be something that can be implemented.

Safety Committee: Director Hassberger reported that he handed out a revision of the Safety Recommendations to each Director to look over. This revision has been stripped down from the previous report and there isn't anything new in this revision. His recommendation is for the Directors to look this revision over and come back to the May meeting for it to be talked about and discussed and then for it to be presented to the Members before any decisions or actions are made. President Bryant made the following statement so everyone is clear: "When the Board approves their version of the recommendations, before it is enacted upon, it will be brought to the Annual Meeting where the Members will have a chance to voice their opinions. The Board is ultimately responsible for making the decision but you know we are going to go along with the majority of what we hear. I just want to displace any fears of the Board shoving something down your throat. We want your opinions but we want to correct some of the problems that have plagued us for years." Director Hassberger stated, "the entire program was started in 2019 and the reason for all this is to allow us to manage the use of our amenities by people that we believe are not Members of Guests. This is the whole reason for this because we have no way of knowing who's in here without these identification proposals." President Bryant stated this item will be put on the May Agenda for discussion of the revised report.

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. Lightning Plus Reports: Bambi reported the following:

"The Clubhouse Attendants are doing good at learning the program. I have Jess learning the program. As far as any Lightning reports I am trying to get ahold of them. There isn't anything late. Maintenance has been doing good getting their stuff done." Director Pryde stated he would like to be in attendance when Bambi calls again.

X. Unfinished Business:

In regards to the Agenda item of "Coronavirus COVID-19 Update", President Bryant stated this was discussed briefly earlier in the meeting. Bambi stated that nothing has changed other than the Governor has asked people to volunteer for a two week pause. Director Dombrowski asked if our employees know when they should not come to work regarding Covid and have our employees been notified that if they have certain symptoms that they don't come in? Bambi stated that a Covid-19 Preparedness & Response Plan has been made, all employees were given a copy and signed that they had received it, and the Directors were emailed the plan for approval before it was handed out.

In regards to the Agenda item of "Common Property Taxes Update", Vicky reported that our Attorney, Paul Blanco, sent an email Friday afternoon that there isn't anything new to report on the docket. He has drafted a trial brief, but wants to work on it a bit more before releasing it for the Directors to review. He is thinking a week or so before he sends it for review.

In regards to the Agenda item of "Timber Lake Culvert Update", Bambi stated the Jeff spoke with Cody Bauer on Friday and it has been over 20 days since the public notice was posted on the bulletin board. We are just waiting on EGLE to send the permit for the project to begin. Cody stated he will contact EGLE again to see what the holdup is. President Bryant asked Bambi to let him know if the permit is not here by Tuesday and we will make a call to EGLE.

In regards to the Agenda item of "Safety Committee Recommendations", this item was already discussed under the Committee Reports.

(5) Director Simons moves to approve the quote from Freeman Yoder in the amount of \$3,750.00 for a 10' x 14' gazebo for Holiday Lake, 2nd by Director Hassberger.

Ayes – Directors Simons, Brandle, Dombrowski, Pryde, Hassberger and Boos.

Nays – President Bryant

Motion carried.

In regards to the Agenda item of "Further Campground Bathhouse Discussion", President Bryant stated this item is being moved to Closed Session due to the bidding process.

In regards to the Agenda item of "Boiler Inspection/Chimney Repair Quotes", Bambi stated that both Martin Heating & Cooling and Trouble Shooters came out and looked at the chimneys and both stated that there isn't any reason to do anything at this time. Our State inspection isn't due until next year.

A short break was taken at this time. The meeting resumed at 11:42 am.

XI. New Business:

In regards to the Agenda item of "Bids for Urinal Replacement in the Clubhouse and Bathhouse", President Bryant moved this item to Closed Session due to the bidding process.

In regards to the Agenda item of "Online Meeting Recordings, there was much discussion on the possibility of Members being able to go in and listen to the Board Meetings whenever they would like. GoToMeeting, YouTube and the website are possibilities for the meetings to be downloaded to. This item was tabled to the May meeting and more information will be provided.

(6) President Bryant moves for the Spring and Fall Garage Sales to be open on Saturday of Memorial and Labor Day weekends from 9am to 5 pm and Sunday of Memorial Day and Labor Day weekends from 9am to 3 pm, 2nd by Director Dombrowski.

Ayes – Director Boos and President Bryant

Nays – Directors Simons, Brandle, Dombrowski, Hassberger and Pryde

Motion fails.

(7) Director Dombrowski moves for the Spring and Fall Garage Sales to be open on Saturday of Memorial Day and Labor Day weekends from 9am to 5 pm, 2nd by Director Pryde.

All Ayes, motion carried.

In regards to the Agenda item of "Mother's Day Breakfast Planning", this item was discussed and the Directors stated that the Mother's Day Breakfast will not be held this year due to the COVID regulations.

In regards to the Agenda item of "Annual Meeting Planning", the following motion was made:

(8) Director Simons moves for an amount up to \$1,500.00 which is normally spent for the Annual Members Meeting to be allocated, plus a 50/50 raffle to be held during the meeting, to help fund the Playscape purchase for the Clubhouse area, 2nd by Director Dombrowski.

All Ayes, motion carried.

Direction was given for tents, tables and chairs to be rented the same as last year for the Annual Members Meeting.

In regards to the Agenda item of "Rocks for Road Washouts", this item was discussed and President Bryant stated he will get with Jeff Wheeler about this issue to see where they would be needed.

(9) Director Brandle moves to ratify the email motion for Early Opening of the Bathhouse, 2nd by Director Hassberger.

All Ayes, motion carried.

(10) Director Hassberger moves to ratify the email motion that Larry from Clare Computers be invited to listen and troubleshoot the GoToMeeting sound, 2nd by Director Brandle.

All Ayes, motion carried.

In regards to the added Agenda item of "Potential By-Law Change, the Directors discussed limitation of Members to the Amenities. The potential By-Law change will be redrafted and will be forwarded to our attorney for an opinion. President Bryant stated he will see if there is already a legal opinion referencing this issue before it is forwarded to Paul Blanco.

In regards to the added Agenda item of "Employee Job Descriptions", Director Pryde stated this item is being removed at this time. No discussion or motions were made regarding this item.

In regards to the added Agenda item of "Posting of Website Policies", this item was discussed and Director Pryde stated he will review the current policy manual to see if there are any policies on the website that need to be updated or are missing that should be posted on the website to insure that Members are looking at the most current policy versions.

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 if requested.

*(11) President Bryant moves to go into Closed Session for Employee Yearly Reviews, Employee Matter, Campground Bathhouse Discussion and Urinal Replacement in the Clubhouse and Bathhouse at 1:04 pm, 2nd by Director Dombrowski.
All Ayes, motion carried.*

XIII. Closed Session:

Employee yearly reviews were discussed for Jeff Wheeler and Vicky McClusky.

*(12) Director Simons moves to adjust Jeff Wheeler's compensation per his annual review as of his Anniversary date, 2nd by Director Dombrowski.
All Ayes, motion carried.*

*(13) Director Hassberger moves to adjust Vicky McClusky's compensation per her annual review as of her Anniversary date, 2nd by Director Pryde.
All Ayes, motion carried.*

The Directors discussed repairs or improvements to the Bathhouse and direction was given for President Bryant to get bids for repairs or improvements. No motions were made.

The Directors discussed an Employee Matter and direction was given to the Executive Committee regarding this matter. No motion was made.

President Bryant stated the Board was back in Open Session at 2:26 pm.

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

*(15) Director Brandle moves to adjourn the meeting at 2:30 pm, 2nd by Director Pryde.
All Ayes, motion carried.*

Submitted by,

Vicky McClusky, Secretary/Treasurer