

White Birch Lakes
Board of Directors Meeting Minutes
May 8, 2021
(Meeting conducted through GoToMeeting.com and at the Clubhouse)

I. Call to Order:

President Bryant called the meeting to order at 10:05 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 10 Members listening to the meeting through GoToMeeting and 8 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 – Dumpsters
Director Dombrowski – Deadline for Agenda Items
Director Dombrowski – Email Motions
Director Dombrowski – Campground Electric
President Bryant – Change of C & R's (added during Committee Reports)

III. Approval of Minutes:

Vicky mentioned that Dawn Holzer stated it was Jess that helped with the removal of gypsy moth egg masses and not Jeff Wheeler in her Conservation Committee report. This change will be made to the April minutes before posting on the Website.

(1) Director Boos moves to approve the minutes from the April Board Meeting with the correction stated above, 2nd by Director Brandle. All Ayes, motion carried.

IV. Secretary/Treasurer's Report:

Director Simons asked if the financial reports can include the prior year amounts for comparison from now on and Vicky stated that the prior year amounts will be included on the reports that allow that information starting with the June meeting reports.

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

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

“May is here and the snowbirds are returning, and the campers are ready for summer in all its splendor that White Birch has to offer. I am glad to have you all back. To all you Mothers out there, Happy Mother’s Day.”

“The roads have been brined and then, of course, the rain came. The dust is gone for the time being anyway.”

“All campers in storage in the Campground sites must be removed by May 24th so we can clean the Campground area and have it ready for campers to use for the holiday weekend. Next weekend the gazebo will be ready.”

“Please remember to be safe with your campfires. Don’t leave them unattended. I am looking forward to a great summer. There are other items that I wanted to mention but they are on the Agenda.”

“The calling in for power for your campsite, the season is darn near over but you are supposed to call in advance during working hours Monday through Friday, 8 to 4, to call in for your power to be turned on. Don’t wait until Saturday when you are coming up. It costs us \$25.00 for the On-Call person to come in and turn the power on. So, if you could, either plan on calling in advance or you will be paying the \$25.00. Thank you.”

(3) Director Brandle moves to approve the May 2021 Payables as presented with the addition of the 2nd billing from Michigan Chloride added in making the total \$15,065.86, 2nd by Director Hassberger.
All Ayes, motion carried.

VI. Office Administrator's Report: Bambi reported the following:

"The Clubhouse is running smooth and the Members have been keeping me busy. We got the tentative schedule for lake treatments. This year EGLE has required that we notify all Members that live on the lakes instead of posting on the lakes. There were about 25 letters sent by mail to Members last week."

"Larry was in yesterday to check out some things on my computer and while doing so he noticed the computer was running slow and he found out that the back-up drive had crashed. He said the drive has been hooked to my computer since before Scott was here and he recommended that I get one similar to the one that John got for the employee files but with 2 terabytes instead of one because it is a solid-state drive and more dependable than the one that was hooked to my computer and that is something that I need to get done ASAP because I can't have my computer down. I will look up the price on that if you want me to."

At this time, President Bryant directed Bambi to get it ordered.

Bambi continued with; "Maintenance got 20 cases of chlorine on Wednesday and that will get us to about the middle of June or the beginning of July so they already are buying it when they can find it. They fill up the big jug in there every two weeks and it takes five cases every two weeks to fill it up."

VII. Committee Reports:

Campground Committee: Fred Witchell reported he will need 7 fire rings for the Campground this year. The lowest price he could find is \$38.00 plus tax for a 30" ring totaling \$281.96 from Ringley's Hardware in Lake George. He also needs to replace some of the picnic tables but the cost of lumber is so high that he is having trouble finding any and the ones he found are quite costly. It was suggested by President Bryant that if needed, picnic tables from the pavilion can be used or taken from some of the camp sites that are not being used if the site being reserved does not have one.

(4) Director Dombrowski moves to allow up to \$300.00 for the purchase of 7 fire rings, 2nd by Director Brandle.
All Ayes, motion carried.

Election Committee: Sandy Getz reported that the Committee met yesterday and everyone on the Committee Sign-Up sheet was called. Two were no return calls and one Member declined. Teresa Stephens and Don Griffith were asked to join the Committee and they agreed so Sandy is asking the Board to appoint them to the Committee. Dates and times were set for the processing of the Absentee Ballots during the meeting yesterday also.

(5) Director Brandle moves to appoint Teresa Stephens and Don Griffith to the 2021-22 Election Committee, 2nd by Director Dombrowski.
All Ayes, motion carried.

Sandy gave the dates that the Committee will be meeting to process the Absentee Ballots and Director Brandle mentioned that the deadline for Letters of Intent for an Open Board Seat is June 1st.

NOTE: The Election Policy is on the Website under "Policies" if you are interested in being on the Board and would like to know the process.

Conservation Committee: Dawn Holzer reported that the tentative date for Gypsy Moth spraying is the week of May 17th. Dawn said that Melissa Townsend has stated she has "spotters" in several of the Townships checking out trees, the hatches and oak trees because those are the most popular for the moths. The eggs are starting to hatch so you need to get them removed if you haven't already done so. The aerial spray will not kill all of them. The moth traps you can purchase are reusable yearly, all you need to buy each year is the lure.

EPC Committee: Director Hassberger reported that for the month of April there were 15 tree removal requests, 6 driveway requests, 5 accessory building or additions, and 1 dog/garden fence request approved. Dick also reported that as of yesterday there were 14 campers on lots prior to the date of May 14th. 18 people have requested camping permits in which 13 are in violation of the camping portion i.e., you must be actively camping and not be using the lot as storage. Also, of the 14 early campers, 3 of them have temporary sheds on their lots.

Director Pryde asked why we can't just revert back to May 1st, change whatever paperwork we need and put it out to the Membership to let them say Yay or Nay so at least we give the Members the opportunity because he thinks that May 1st would be a good date to resolve the issue instead of putting out Blanket Permits because we know, down deep, that 90 percent of the Members who put their trailers on the lots early are using the lot for storage and then they go home and we turn a blind eye. This is not what we were elected for. We need to enforce ALL the stipulations that we have. He stated again, that this needs to be looked at and make the necessary changes because these Members deserve the same respect as everybody else does to be able to put their trailers on May 1st and then not worry about having to look the other way because they are using it as storage.

At this time, President Bryant asked that "Change of C & R's" be added to New Business.

Activities Committee: Marney Frank stated that a new Activities Committee needs to be found due to her health and also Willa Coombes and Nancy Buchholz's health. If anyone has an activity they would like to schedule, which complies with the Government Restrictions or Recommendations, please let Bambi or Vicky know.

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:

"Work orders are getting done pretty quick. I talked to somebody at ManagerPlus and he walked me through the custom reports and even though he didn't have a lot of knowledge, he did give me some so I will be able to play with it, when I get time, to make some reports for you guys. A few things from Maintenance are; I am working on getting the 2nd brine scheduled and we will be asking the Operations Manager to come and sit down with Jeff to go over the maps and talk about what we expect from their company. Maintenance is fixing the sewer tower so that should be open next week. They had to get the water pump replaced on the Sterling Dump Truck and the grader had its yearly service."

Director Pryde asked if the 3rd Maintenance person has been taken care of. President Bryant stated not yet because ones that have applied don't show up for an interview when scheduled. Director Pryde stated that someone needs to be hired because if we don't and someone moves on or something happens, no one will be trained. Even someone to cut the grass and other things so Jeff and Jess can stay on the roads would help. President Bryant asked Director Pryde if he would like to help with interviews and Director Pryde answered that he would.

Director Dombrowski asked Bambi what the situation is on the boat slots. She answered that she needs to get with Maintenance on where the boats that need to come off the racks, due to non-payment, can be placed. Bambi will get with Maintenance to see if they can be safely kept at the Old Maintenance Building area. After they are removed, she can start assigning Members from the waiting list that she has.

X. Unfinished Business:

In regards to the Agenda item of "Coronavirus COVID-19 Update", there isn't anything new to report. We will continue to follow the Government Guidelines and Recommendations.

In regards to the Agenda item of "Common Property Taxes Update", Vicky reported that our Attorney, Paul Blanco, hadn't provided anything new to report as of the meeting date.

In regards to the Agenda item of "Timber Lake Culvert Update", President Bryant stated he has spoken to Cody Bauer and he said he needs to have a survey done and elevations of Timber Lake. President Bryant went on to say he got ahold of the Drain Commissioner about the elevations and the elevations he gave didn't make any sense because they showed that what Timber Lake drains into has higher elevations. President Bryant stated he feels we should withdraw the application for a permit from EGLE and fix it ourselves.

*(6) Director Hassberger moves to cancel the ongoing Timber Lake project, 2nd by President Bryant.
All Ayes motion carried.*

In regards to the Agenda item of "Revised Safety Committee Recommendations", the revision was discussed extensively by the Directors and the decision was for the Safety Committee to revise the recommendations again making them voluntary and not required. This will be brought back revised again, as a voluntary program, to the June meeting for the Board to approve it to be presented to the Members at the Annual Members Meeting in July so the Members have an opportunity to discuss the recommendations before a final decision is made by the Board.

In regards to the Agenda item of "Further Campground Bathhouse Discussion", President Bryant stated he has contacted two plumbers and hasn't had anyone show up to get bids. He will continue to try to get bids. This item will be brought back to the June meeting.

In regards to the Agenda item of "Online Meeting Recordings", the following motion was made:

(7) Director Dombrowski moves that anyone wishing to listen to the recording of a previous meeting be allowed to make arrangements with Vicky, Secretary-Treasurer, to come in and listen to the recording in her office, 2nd by Director Hassberger. All Ayes, motion carried.

In regards to the Agenda item of "Policies", Director Pryde stated that he went through the Policy notebook and looked at all the policies to see which ones he felt should be online for Members to make sure they are reading the most current version. He handed out a list of all the policies and asked all the Directors to look through it and let him know their opinions. This item will be brought back to the June meeting for further discussion and information.

XI. New Business:

(8) Director Brandle moves to approve the Summer Hour Schedule as presented with the 4th of July to be included in the Holiday Hours, 2nd by Director Hassberger. All Ayes, motion carried.

(9) Director Hassberger moves for a 4th of July parade to be held, 2nd by Director Dombrowski. All Ayes, motion carried.

(10) Director Brandle moves to accept the Proposed June Birch Bark as presented with the addition of a statement that there will be a proposal to be reviewed by the Members regarding the Safety Committee Recommendations, 2nd by Director Simons. All Ayes, motion carried.

(11) Director Simons moves to ratify the email vote to purchase a portable hard drive for Employee files, 2nd by Director Brandle. All Ayes, motion carried.

(12) Director Simons moves to ratify the email motion to place a No Outlet sign on Deer Court, 2nd by Director Boos. All Ayes, motion carried.

(13) Director Hassberger moves to purchase Stop signs and No Outlet signs from Safetysigns.com in the amount of \$538.75, 2nd by Director Simons. All Ayes, motion carried.

(14) Director Simons moves to ratify the email motion to obtain bids for tree removal at Holiday Lake, 2nd by Director Hassberger. All Ayes, motion carried.

(15) Director Brandle moves to approve the bid from "Timber Tops" Tree Service LLC for tree removal at Holiday Lake, 2nd by Director Dombrowski. All Ayes, motion carried.

(16) Director Brandle moves to ratify the email motion to post pictures of dumpster misuse on the WBLRA Facebook page, 2nd by Director Hassberger. All Ayes, motion carried.

In regards to the added Agenda item of "Dumpsters", there was discussion as to why pictures for another incident weren't also put on the WBLRA Facebook page. Bambi answered that because the items were not sticking out of the dumpster, she didn't have a starting point to see who would have left them. She needs a time frame to go by and what day to be able to watch the footage. Director Boos stated that he provided a sheet in the Director's packets for a roll off dumpster to be placed in the Spring and Fall for Members use rather than large items to be placed by the dumpster area. This was put in the packets for information only. Director Simons stated that he feels the dumpsters should be moved closer to the Maintenance Building for better viewing by the cameras. There was also discussion about using a better camera system for that area. The "Use of Dumpsters at the Campground" policy that is on the Website will be revised by the Policy & Procedure Committee and brought to the June meeting for Board approval of the revision.

In regards to the Agenda item of "Employee Files", Director Pryde explained how the employee notes and other documentation will go on the portable hard drive that was purchased. The program will be password protected and only the President or the Executive Board will have access to that code. This was for discussion only.

In regards to the added Agenda item of "Deadline for Agenda Items", Director Dombrowski asked if the Board needed to make a motion for a deadline date for items to be added to the Agenda before meetings. It was discussed by the Board and the decision was for the Secretary to let a Director know if it is too late for any items to be added before the meeting and if so, the Director will have to add the item to the Agenda during the meeting.

In regards to the added Agenda item of "Email Motions", the Directors discussed what constitutes the need for an email motion. This was for discussion only.

In regards to the added Agenda item of "Campground Electric", the Directors discussed Members calling in after Maintenance has gone home and on weekends to have electric turned on for a camp site. The Directors decision is that if a Member calls in after Maintenance has gone home or on the weekend to have electric turned on for a camp site, the Member will be charged \$25.00 plus the fee per night for camping. Notices will be placed on the Website, in the Birch Bark and on the WBLRA Facebook page.

*(17) President Bryant moves to charge individuals \$25.00 to have the electric turned on for a camp site after Maintenance has gone home or on weekends plus the camping fee per night, 2nd by Director Brandle.
All Ayes, motion carried.*

In regards to the added Agenda item of "Change of C & R's", President Bryant stated this was discussed during the EPC Committee Report but it was further discussed by the Directors in regards to possibly changing the camping section. Director Hassberger stated he will work on a possible change and further information will be provided.

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.

There wasn't anything for Closed Session.

*(18) President Bryant moves to adjourn the meeting at 2:05 pm, 2nd by Director Boos.
All Ayes, motion carried.*

Submitted by,

Vicky McClusky, Secretary/Treasurer