

**White Birch Lakes
Board of Directors Meeting Minutes
May 11, 2019**

I. Call to Order:

President Bridges called the meeting to order at 10:00 am.

Board Members Present: Directors Witchell, Holzer, Dombrowski, Hassberger and Getz; also Supervisor Wheeler and Secretary/Treasurer McClusky

Board Members Attending by Teleconference: President Bridges

Board Members/Others Absent: Director Allen

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions/Deletions to the Agenda:

New Business: Director Holzer – Putt Putt Course Tree Removal

Closed Session: Director Holzer - New Seasonal Employee

At this time, Director Dombrowski requested that Comments from the Floor-Agenda Items Only and Comments from the Floor-For the Good of the Order be combined after the Committee Reports in the event that any Board Member or Member in the audience has to leave early.

III. Approval of Minutes:

(1) Director Witchell moves to approve the April Meeting Minutes as presented, 2nd by Director Dombrowski.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

(2) Director Holzer moves to approve the financial reports for April as presented, subject to the Auditor's approval, 2nd by

Director Hassberger.

All Ayes, motion carried.

(3) Director Hassberger moves to approve the May Payables as presented, 2nd by Director Dombrowski.

All Ayes, motion carried.

V. President's Report: Director Holzer read the President's Report for President Bridges as follows:

“The Secretary/Treasurer has had several phone calls with complaints regarding the \$21.00 fee that is added to Assessments if they are not paid in full when they are due March 1st. The Board has already given Members until April 1st to pay Assessments, and there is a week that the Secretary/Treasurer does not add the fee to allow for weekends and mail delivery. This is about 5 ½ weeks that this fee is not added. There are Administrative costs that accrue with monthly and quarterly billing as well as Auto Pays. Just like with a late payment on a credit card or one's mortgage there is a late fee. The Secretary/Treasurer also does not have the authority to remove the fee. There were motions passed by the Board in 2009 and 2011 regarding these rules. If you have a concern regarding this matter, you can write a letter to the Board of Directors for consideration.”

“The Board in March set the return to lots for campers on May 10th. This is in compliance with our C & R's. This has added the 14-day permit to the Memorial Day statement in the C & R's. The Board would be in violation of the C & R's if we allowed campers to return before then even if the Township ordinance states May 1st. If you put your camper on your lot before the blanket permit starting date, you are in violation of the directive in the C & R's and you will get a letter stating the violation. When there is a violation, you are not a Member in Good Standing. Your cooperation in this matter is greatly appreciated.”

“With all of the above, WELCOME BACK to White Birch. We are glad to see all of you for the new season and look forward to the events of the summer and lots of fun and memories to be had.”

VI. Supervisor's Report:

Jeff reported that there is a dock floating in Holiday Lake and we don't know who it belongs to. A couple of Members have been asked if it is theirs but no one has claimed it yet. It is assumed that it belongs to someone on the other side of the lake from the private properties.

Jeff also stated that a few mailboxes and signs were hit this winter so if anyone sees any, please let him know so they can be repaired. There are still 5 boat slots that have not been reserved. If you are interested, please let Jeff know.

The 2000 Sterling Dump Truck will be sent down this month to Shults Equipment to have the under carriage replaced.

Stanley Painting has come into the Clubhouse and repainted the bathrooms, shower areas and the pool hallway. It looks really nice.

The addition to the Maintenance Garage is moving along well and is just about finished. There will be an Open House when it is finished so Members can see it. There will be notices put up regarding the date and time.

The Campground is open and all the water samples have been completed. The Campground and Bath House are up and running.

The Aerator pump box needs to be moved at Holiday Lake so if anyone has any ideas of where it can be placed, please see Jeff.

The Backhoe is back in the Association after being repaired. Jeff would like to start looking at putting culverts in on some of the roads. He asked the Board to think about this matter. He would also like to start clearing some of the ditches.

Jeff also asked the Board to think about replacing the roofs on the Pavilion and the Salt Sheds with steel. They are in pretty rough shape.

At this time, Director Witchell asked Jeff about the boats that are stored at the Old Maintenance shed. He suggested that they be auctioned off at the end of the year or sold during the garage/yard sales.

Jeff finished by reporting that he attended a "First Time Supervisor" training course. He stated it was a crash course but very informative.

VII. Committee Reports:

EPC Committee: Director Hassberger reported that for the month of April there were - 1 New Contiguous Lot Exemption Application, 6 Tree Removal requests, 2 Driveway requests, 1 Accessory Building, 1 Fence/Garden request and 1 Outdoor Living Area that can be removed. All requests were approved. In the last 3 days EPC has dealt with the early placement of campers on lots. Dick explained the issuance of off season permits and stated that in no terms can the permits be allowed for more than 14 consecutive days so to give back to back permits would be in violation of the C & R's and also that the permits are for CAMPING ONLY and not for storage of campers on lots. Dick feels that this issue needs to be put into a very precise policy so Members will be less confused of the interpretation of the C & R's. Dick also mentioned that the C & R's state there are to be NO temporary structures on ANY lot.

Campground Committee: Director Witchell stated the Campground is up and very active. Fred stated there are some fire rings that need to be put back where they belong and the picnic tables need to be put back in place before Memorial Day Weekend. Fred also suggested that if Members are planning on camping in the Campground over Memorial Day Weekend, you may want to call first because the Campground is approximately 80 percent full already.

Election Committee: Nothing new to report. Vicky mentioned as a reminder to Members that the Absentee Ballot Applications cannot be mailed to, or delivered, to the Clubhouse or Office. They MUST be sent to the P.O. Box listed on the application.

Project Committee: Nothing more to report at this time.

Activity Committee: Director Witchell stated there is a Mother's Day Breakfast on Sunday, May 12th and he already has the flowers and supplies. There will be pancakes, sausage, juice, fruit, coffee, cereal, etc. Vicky reported there will be Bingo in the Clubhouse on Saturday, May 18th, from 2-4 pm.

Safety Committee: Bob Pelfery stated it is spring time and getting into summer time so please slow down. There are people and kids walking along the roads and on bikes so please slow down and stop at the stop signs. He has already seen about 8 cars going pretty fast in here.

At this time, Vicky made a comment that on Thursday after Bob and Claudia had cleaned the bathrooms at the Bath House, a person came in the Office and mentioned that they looked spectacular and very clean.

Director Holzer mentioned that new items, and more of the current items for sale, have arrived. Everyone, please stop in and shop!!!!

VIII. Comments from the Floor (both Agenda Items and For the Good of the Order): Available for viewing in the office.

IX. ManagerPlus Report:

Jeff stated that Maintenance worked on the pickup and replaced the brakes and shocks.

The boilers have been inspected and all are approved. The dumpsters have been replaced at the Campground area but the area will be looked at to make ground improvements.

New counter tops are being looked at for the Clubhouse bathrooms.

The Eco Grader had to have some repairs. So far it has cost about \$347.00. Hopefully it is fixed now.

At this time, the Board directed Jeff to get bids for steel roofing on the Pavilion and Salt Sheds for the June meeting. Also, direction was given to Jeff to get bids for necessary repairs and materials for the entrance area of White Birch Lane, the Clubhouse parking lot and the area under the dumpsters at the Campground for the June meeting.

X. Unfinished Business:

In regards to the Agenda item of "Ice Machine Purchase", this item was discussed and tabled until the June meeting for further information from Jeff Simons and also Jeff, Supervisor, on ice delivery from a company if we have our own ice freezer.

*(4) Director Hassberger moves to accept the quote from Big R's Hogs & Dogs for the hamburger and hot dog package with the cost not to exceed \$2,500.00 for the catered meal at the Annual Meeting and Election, 2nd by Director Getz.
All Ayes, motion carried.*

XI. New Business:

*(5) Director Holzer moves to approve the 2019 Summer and Holiday Hour Schedule as presented, 2nd by Director Hassberger.
All Ayes, motion carried.*

*(6) Director Holzer moves to approve the Special Election Birch Bark for June as presented with the necessary date changes, 2nd by Director Dombrowski.
All Ayes, motion carried.*

*(7) Director Dombrowski moves to ratify the email vote to approve \$500.00 for extra painting of the ceiling tiles by Stanley Painting Co. for the Men's and Women's Bathrooms, the changing areas and the pool entry hallway at the Clubhouse, 2nd by Director Hassberger.
All Ayes, motion carried.*

*(8) Director Hassberger moves to ratify the email vote to increase the cost of Backhoe repairs to \$3,000.00 to cover additional costs, 2nd by Director Dombrowski.
All Ayes, motion carried.*

At this time, Birch Barks that are currently being mailed via U.S. Mail was discussed at length due to the increase in postage and the expenses that are incurred and time spent in printing and mailing. The Birch Bark can be viewed monthly on the website, copies are available in the Clubhouse and Office, and a note can be placed on Facebook monthly directing Members and public to view it on the website.

*(9) Director Holzer moves to eliminate mailing the Birch Barks via U.S. mail as of September 1st, 2019, 2nd by Director Getz.
Ayes-Directors Witchell, Holzer, Getz, Hassberger and President Bridges
Nays-Director Dombrowski
Motion carried.*

*(10) Director Holzer moves that all required legal and mailing notifications will be sent by U.S. mail to adhere to the Covenants and Restrictions and By-Laws, 2nd by Director Witchell.
All Ayes, motion carried.*

*(11) Director Holzer moves for 8 trees to be removed and 10 stumps to be ground around the Putt Putt Course by Timber Men Tree Service at a cost of \$1,550.00, 2nd by Director Getz.
All Ayes, motion carried.*

As a courtesy, the Board asked if anyone had any further comments that were not discussed earlier in the meeting. Please see the Comments from the Floor which are available for viewing in the Office for one additional comment.

*(12) Director Holzer moves to adjourn the meeting at 12:08 pm to go into Closed Session, 2nd by Director Hassberger.
All Ayes, motion carried.*

XII. Closed Session:

*(13) Director Holzer moves to adjust Jeff Wheeler's compensation with regards to his yearly review, 2nd by Director Getz.
All Ayes, motion carried.*

*(14) Director Holzer moves to adjust Vicky McClusky's compensation with regards to her yearly review, 2nd by
Director Hassberger.
All Ayes, motion carried.*

*(15) Director Holzer moves to hire a Seasonal Maintenance Person for 20 weeks at 40 hours per week, 2nd by
Director Hassberger.
All Ayes, motion carried.*

*(16) Director Hassberger moves for the Secretary/Treasurer to commence Small Claims Court cases against all Members
whose Assessment balances are older than 3 years with the exception of those Members who have made payment arrangements, 2nd by
Director Dombrowski.
All Ayes, motion carried.*

*(17) Director Dombrowski moves to return to Open Session at 1:05 pm, 2nd by Director Hassberger.
All Ayes, motion carried.*

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

The meeting was adjourned at 1:06 pm.

Submitted by,

Vicky McClusky, Secretary/Treasurer