

**White Birch Lakes
Board of Directors Meeting Minutes
May 12, 2018**

I. Call to Order:

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

Board Members present: President Bridges, Directors Pryde, Holzer, Allen, Witchell and Getz; also, Secretary/Treasurer McClusky and Supervisor Scott Lubs.

Board Members Attending by Teleconference: None

Board Members Absent: Director Dombrowski

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

None

III. Approval of Minutes:

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

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 Pryde.

All Ayes, motion carried.

Director Holzer mentioned that the payment to Van't Hof Door & Gate Systems in the amount of \$1,084.00 was the cost to repair the exit gate after a Member forced it open back in late February or early March. Again, it is stressed to Members to not force the gates open and please be patient if they are delayed. They will reset themselves.

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

All Ayes, motion carried.

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

"WELCOME BACK CAMPERS AND VACATION HOME OWNERS! I certainly hope that summer will be here soon. The brine has been delivered and put on the roads thanks to our Supervisor's many phone calls. The mix-up was Beckman's mistake and they did resolve the issue and we will be ready for the Memorial Day holiday."

"As our ongoing updating of our amenities, check out the new furniture in the pool area as well as what is coming in the Clubhouse dining room. We have purchased new chairs and tables to replace those that are many years old. Hopefully the new items will be here soon and we can put the old tables and chairs up for sale. If you want a set, call Scott and place your order, it will be on a first come first serve basis. The Board will set a price for the table and four chairs at the meeting today. There are 6 tables and 4 chairs that go with each table. We will sell them only as a set of a table and four chairs. We also have plastic tables and chairs that came from the pool area that will be for sale."

"We currently do not have an Activity Chairman, and Members have stepped forward to host an event. Please feel free to plan an event with your helpers. If you need money, request that of the Board. Monies are set aside for activities, WE NEED VOLUNTEERS."

"Looking forward to another wonderful summer here in White Birch."

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

"Good morning! The Campground Bathhouse is open for the season. Porta-Jons will be placed at Holiday and Timber lakes at the appropriate time. Please note that the week of the Annual Meeting, July 16th through July 21st, Campsites 6 & 7 will not be available so please plan accordingly and there are still some Campsites available for Memorial Day weekend."

“Winter Storage for campers was renumbered last year along with the computerized reservation system that reduced the number of possible errors and eliminated a lot of frustration. If you had a reservation it is still valid until July 31st. Please note all camping units in the Campground need to be removed by May 21st so that we can prepare the Campground for Memorial weekend. For Members storing camping units in the Winter Storage, those will need to be removed August 1st through the 14th to allow our Maintenance Team to prepare those areas for next years’ storage. However, after that time your reservation will be cancelled and any Member in good standing will have the right to reserve that spot. Please be ready to fill out and sign the Storage Agreement Form along with a detailed description of the camping unit that is to be stored.”

“**PLEASE SLOW DOWN!!!!** Please understand we know you have to get to work on time or you want to get on the road to beat the end of the weekend traffic, **but at what cost????** Our speed limits are not unreasonable. Please be considerate of others and please **SLOW DOWN!!!!!!**”

“Our first brine of the season has taken place one day later than scheduled. Our sincerest apologies for those affected by the additional day of fighting off the dust. Our current brine provider accepted the responsibility of the error and immediately responded by getting us a truck the next day. I believe they are still going to be continuing in here today. Our many thanks to our Maintenance Team for preparing our roads as they have had to be repaired and graveled in several different areas which takes considerable amounts of time and work to complete.”

“Our lake water treatment company, PLM, will be out again this year to treat our lakes. Their tentative schedule is clearly marked along the accesses to all our lakes. Monday the 14th will be their first visit.”

“For a brief time this spring we had visits from our local black bears. They get a little hungry from the long winters nap so please don’t approach them, they are a little cranky yet. Keeping your bird feeders empty and trash cans covered will encourage them to seek food elsewhere.”

“We also have our own bear, in the form of Smoky the Bear, and he’s very visible at the front of our property. Please take a quick glance to see where our Fire Danger is for our area and take precautions. Burn permits are available to apply for when applicable by phone, 1-866-922-2876. And as always, “Only you can prevent forest fires”. Please note that fires do happen and occurred in our Association this year, please be very aware of what the fire danger is!”

“Please note that our Clubhouse Summer Hours Schedule will be starting on June 3rd. These hours will extend your swimming times especially on Mondays, Tuesdays, and Thursdays. Also, there will be special hours for Memorial weekend to include additional swimming times on Sunday and Memorial Day Monday.”

“For those Members who are not aware, there is a drastic water level change to Holiday Lake. This required us to pull our aerators and we are monitoring the levels. The DNR and local animal control specialist have assisted us in removing the animals responsible for the damage to the trees along Holiday Lake. We will continue to work hard to keep the access on this lake open.”

“We all know that nothing here happens magically. An enormous amount of hard work and dedication is put in to keeping our Association in pristine working order. If and when you see our staff, please take a few moments to thank them for the work they do.”

At this time, Director Witchell mentioned fires that have occurred in the County where homes have been burnt down by other people starting fires. He also mentioned that **burning leaves requires a burn permit**. It can be a \$500.00 fine if a fire gets out of control.

VII. Committee Reports:

Campground Committee: Director Allen stated the Campground looks fine and many campers were being removed from the Storage areas. President Bridges mentioned again that there is a new Playscape in the Campground. Director Witchell mentioned that the Merry-Go-Round has been repaired and has been put back in service. Scott mentioned that we are fortunate that Mark Hathaway was hired because he is very good at working with metal and he was quite instrumental in getting the metal repaired on the Merry-Go-Round. Sand and landscape timbers will be put around the play area also.

Policy & Procedure Committee: Carolyn Neal stated there isn’t anything new at this time.

Election Committee: Director Holzer stated the next meeting will be in June before the Board Meeting.

Safety: Bob Pelfery stated he is glad to be back. He went on to say that Scott had already mentioned that Members need to slow down and pay attention to the speed limit signs and Members should be aware that there may be other Members walking, jogging, riding bikes, etc. He ended by asking Members to please slow down and respect other Members.

EPC Committee: Chairperson Marty Perkins reported for the month of April there were 7 tree removal, 1 enclosed porch, 1 concrete drive with patio, 1 extended concrete drive with a deck, and 1 Transfer of Ownership applications. Marty also mentioned the proposed notice he passed out to the Board Members regarding Lincoln Township’s Policy for Camping Regulations that the Committee drafted. He stated the Committee had a meeting and asked the Board to consider lot markers being made so it can be determined where each lot is.

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

IX. ManagerPlus Report:

Scott stated the belly blade on the Sterling Dump Truck has been tracked in the program and will need to be worked on during the summer before the winter season begins again. He also stated that Trouble Shooters came in and inspected the boilers. The technician recommends that 2 aqua stats be purchased and kept on hand as well as a 1 boiler circulation pump but the boilers were found to be in good shape. Maintenance now has a monthly chart of things to look at on the boilers as well as a map detailing the boilers and tags identifying them. After Director Holzer asked, Scott also stated that the wooden fence panels along the main road at the entrance is falling apart and will have to be taken down due to it being beyond repair.

X. Unfinished Business:

In regards to the Agenda item of "Septic System Discussion", Scott reported that Wally from PE Phillips Engineering came in and has recommended that control panels be installed at both the Campground and Clubhouse above ground with alarms and lights to show if the system is failing. This will take additional planning and preparing before anything further is done. Right now, everything is running well.

*(4) Director Holzer moves to accept the bid from Catch-M-Cams from Glennie, MI for Surveillance Camera Systems at the Clubhouse, Campground and Maintenance Building at a cost of \$7,123.60, 2nd by Director Pryde.
All Ayes, motion carried.*

In regards to the Agenda Item of "Auto Stickers/Decals & Neighborhood Watch", Director Witchell discussed additional pricing and ideas for stickers for ORVS, ATVS, gold carts, etc. This item has been tabled until the June Board Meeting so the Committee can hold a meeting and further information can be provided.

In regards to the Agenda item of "Clubhouse Meeting Room Renovations", President Bridges stated that new tables and chairs are being ordered for the meeting room, also new furniture in the pool area has been purchased. The following motions were made:

*(5) Director Allen moves to sell the current meeting room tables and chairs as a set of 1 table and 4 chairs for \$25.00, 2nd by Director Pryde.
All Ayes, motion carried.*

*(6) Director Pryde moves to sell the plastic tables and chairs from the pool area as a set of 1 table and 4 chairs for \$10.00, 2nd by Director Allen.
All Ayes, motion carried.*

*(7) Director Getz moves to hire Big R's Hogs and Dogs for the Annual Meeting meal at a cost of \$7.80 per person for 275 people, 2nd by Director Allen.
All Ayes, motion carried.*

*(8) Director Allen moves to purchase Model #991130 Pro Turn 160 Mower from Red's Repair with the total cost not to exceed \$9,000.00, 2nd by Director Holzer.
All Ayes, motion carried.*

*(9) Director Pryde moves to accept the Electric Escrow Account Disbursement Form that EPC presented with the change to add \$2,000.00 per building site, 2nd by Director Witchell. Roll call vote,
Ayes – Directors Allen, Getz, Holzer, Pryde, Witchell and President Bridges.
Nays – None
Motion carried.*

At this time, President Bridges directed EPC to compose a letter for Realtors to hand out regarding electricity availability for vacant lots.

*(10) Director Getz moves to approve the revisions to the Camping Guidelines as presented by EPC, 2nd by Director Pryde.
All Ayes, motion carried.*

XI. New Business:

*(11) Director Holzer moves to approve the 2018 Summer and Holiday hours as presented, 2nd by Director Pryde.
All Ayes, motion carried.*

In regards to the Agenda item of "Salt Spreader for Dump Truck", this item has been tabled to the June meeting for further bids.

*(12) Director Holzer moves to approve the Special Election Birch Bark for June as submitted, 2nd by Director Pryde.
All Ayes, motion carried.*

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

*(13) Director Pryde moves to adjourn the regular meeting at 1:05 pm to go into Closed Session, 2nd by Director Holzer.
All Ayes, motion carried.*

XIII. Closed Session:

A legal matter was discussed with no motions made.

*(14) Director Holzer moves to adjust Jeff Wheeler's compensation in regards to his annual review per the Supervisor's recommendation, 2nd by Director Pryde.
All Ayes, motion carried.*

*(15) Director Pryde moves to adjust Vicky McClusky's compensation in regards to her annual review, 2nd by Director Allen.
All Ayes, motion carried.*

The Board returned to regular session at 1:45 pm.

*(16) Director Allen moves to ratify the above motions made in Closed Session, 2nd by Director Getz.
All Ayes, motion carried*

The meeting was adjourned at 1:50 pm.

Submitted by,
Vicky McClusky, Secretary/Treasurer