

**White Birch Lakes
Board of Directors Meeting Minutes
June 9, 2018**

I. Call to Order:

President Bridges called the meeting to order at 9:59 am.

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

Board Members Attending by Teleconference: None

Board Members Absent: Director Getz

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

Director Holzer – Sale and Back Tax Payment for Lot 1040

President Bridges – Increase Amount of Debit Card Account

Director Dombrowski – Change Order of Agenda and Adjourn Meeting at 1:00 pm

(1) Director Dombrowski moves for this meeting only to adjourn by 1:00 pm so Board Members and Members can attend other commitments, 2nd by Director Allen.

All Ayes, motion carried.

(2) Director Dombrowski moves to Change the Order of the Agenda for this meeting only by combining Comments from the Floor-Agenda Items only and Comments from the Floor-For the Good of the Order, to be placed right after the Committee Reports, 2nd by Director Holzer.

All Ayes, motion carried.

III. Approval of Minutes:

(3) Director Allen moves to approve the May Meeting Minutes as presented, 2nd by Director Witchell, All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

(4) Director Dombrowski moves to approve the financial reports for May as presented, subject to the Auditor's approval, 2nd by Director Allen.

All Ayes, motion carried.

(5) Director Holzer moves to approve the June Payables as presented, 2nd by Director Dombrowski. All Ayes, motion carried.

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

“It is now time for the Annual Meeting again. It is always held the third Saturday of July. This year it falls on the 21st. The annual election of Officers is held every year at this time, and this year, two seats on the Board are open. This meeting is the Member's meeting and a time for Members to speak and voice their ideas and concerns. It is a time for Members to come together in friendship and positive interaction. A quorum must be met and the quorum maintained to be an official meeting. We need 10 percent of the total Membership and you must be a Member in good standing to attend. Even if you voted by absentee ballot, your attendance is appreciated. A catered meal will be served for all Members to make the time more fun. Bring your guitars to be played around the campfire while we wait for the results of the election of Directors to the Board announcement.”

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

"Please note that vehicle and ATV accidents can be prevented if we follow simple rules such as coming to complete stops, slowing down and not assuming anything. A little defensive driving goes a long way in keeping your-self and others safe. Helmets, especially for those children operating ATVs or the like should be used at all times as well as constant adult supervision."

"There have been several members raising concerns about trenching and water damage to roads in and around their lots. Our maintenance team works tirelessly to address these issues and if they didn't they are planning on it as soon as possible. If you wish to share your frustrations concerning conditions of roads or other common areas please feel free to contact this Supervisor during regular Clubhouse office hours."

"If you are exiting this property by any other means than the main gate you are likely trespassing and making it easier for non-members to have instant access to your properties and possessions. Please understand we are attempting to take steps in preventing non-members from utilizing your common areas such as the \$3,000.00 in fish that we planted in the lakes last week. It's simply not about inconveniencing you as a member but taking steps to insure your annual assessment is not benefiting a non-member."

"Please note that your Clubhouse hours of operation have been extended for your convenience. You can find these hours posted online and on bulletin boards throughout the Association."

"There has been some confusion concerning the Burn Permit phone number (866) 922-2876 posted at the front gate next to our Smoky the Bear. Please be aware that this phone number is for members to call and confirm if the burning of debris is permitted in Lincoln Twp. Clare County. You can still have campfires in approved fire rings but as always please use proper caution."

"Concerning Holiday Lake, we have attempted to remove any and all items that are now under water for concerns of members injuring themselves on hidden objects. The water level has dropped 3 inches in the last week and we anticipate the water levels in this lake to continue to drop through July. Please use caution when using this area as you are swimming at your own risk. For those members who have boats locked onto the storage that is underwater we recommend moving those boats to allow for our maintenance team to shift those storage racks to a more favorable position."

"Have a safe, enjoyable June and a Happy Father's Day."

VII. Committee Reports:

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

Safety: Bob Pelfery stated there were some guys going out through the Campground area and got stuck in there. They were able to get out and he did not have a chance to approach them. There has also been reports of people walking down Jefferson and entering the Association by Holiday Lake. Other than that, everything has been good. No problems were reported during the garage sale.

Election Committee: Pat Graham stated the Committee met on Thursday, June 7th, and 4 Letters of Intent were approved in which the Board Members have copies in their packets. The letters were from Kevin Dombrowski, Dick Hassberger, Carolyn Neal and Jeff Simons. The next meeting will be to send out Absentee Ballots. At this time, President Bridges asked all 4 mentioned above to stand and thanked them all for running.

Activity Committee: President Bridges stated that anyone who wants to host an event can come to the Board and request funds for expenses. Director Witchell reported that the Mother's Day Breakfast went very well this year and there were 72 people in attendance and real flowers were given this year.

Conservation Committee: Director Holzer stated that on Wednesday, May 23rd, there was a plane flying over that was spraying for gypsy moths. The Conservation Department has worked very hard this year for the Association to be sprayed. The webs on trees are not gypsy moths, they are tent caterpillars. Dawn voiced appreciation to the Conservation Department for the spraying this year. Information on Holiday Lake; a Member who has experience in Forestry and Land Management suggested that Michigan Extension be contacted regarding the high-water level. The Extension office recommended that we contact the DNR. There were 4 beavers taken from the lake, the tile from Bertha Lake is not the problem and the swamp on Jefferson is also lower so we are letting Members know that efforts are being made to get some answers to the water level if there are any. It's like the volcanoes, Mother Nature is in charge.

EPC Committee: Dick Hassberger reported that during the month of May, the EPC Committee approved 3 Contiguous Lot Assessment Exemptions for Transfer of Ownership, 7 tree removal applications were approved and 1 detached accessory building application was approved. The Committee handed out about 2 dozen courtesy flyers to Members who have multiple camping units on their lots in which reception was less than cordial. Dick also reported that there is one remaining RV on a lot from the off-season in which the Township has been handling. Director Holzer asked about the vacant lots on Cherry and Dick answered that they are in the process of foreclosure but the lots are being cleaned up. Director Witchell stated he happened to watch a prebuilt outbuilding come in through the gate which was very, very close to the width of the gate. President Bridges directed Scott to put a sign on the gate indicating the maximum width.

Campground Committee: Director Allen stated there is an older camper in the back storage that has an access panel missing. Other than that, everything looks fine.

VIII. Comments from the floor (Agenda Items & For the Good of the Order): Available for viewing in the office.

IX. ManagerPlus Report:

Scott thanked everyone who works with him on the ManagerPlus check lists to include: Dawn Holzer, Fred Witchell, Bob & Claudia Pelfery and the Maintenance Team. Also, for their recommendations on items that need to be looked at or repaired. Also, Director Holzer commented on how nice the front entrance looks down by the road without the broken fence panels.

X. Unfinished Business:

(6) Director Witchell moves to approve the sticker program for ATVs, UTVs, ORVs, Golf Carts, Boats NOT on Boat Racks, Boat Trailers, etc. when at the beaches and lakes as presented, 2nd by Director Holzer. Roll call vote, Ayes – Directors Witchell, Pryde, Dombrowski, Holzer, Allen and President Bridges.

Nays – None

Motion carried.

NOTE: President Bridges stated the stickers are on a volunteer basis and the stickers are available in the Clubhouse at no charge unless you want them laminated.

(7) Director Holzer moves to approve the Annual Membership and Election Meeting Agenda as presented, 2nd by Director Allen.

All Ayes, motion carried.

Further discussion was presented by Scott regarding the Agenda Item of “Septic System for Clubhouse and Campground” for upgrades with above ground pump controls and system monitoring for the current systems. Scott was directed to get information from Electrical and Septic Companies to see what is needed so quotes can be obtained. Further information will be presented at the August Board Meeting.

(8) Director Witchell moves to purchase a Swenson EV-100-10' x 82" W x 50"H hydraulic drive Salt Spreader from Shults Equipment with the cost not to exceed \$10,500.00, 2nd by Director Dombrowski.

All Ayes, motion carried.

XI. New Business:

In regards to the Agenda item of Lot Number Markers”, it was decided for a notice to be put in the July Birch Bark asking Members to voluntarily mark their lots with a lot number marker to help locate lots.

(9) Director Holzer moves to approve the Letters of Intent as recommended by the Election Committee, 2nd by Director Allen.

All Ayes (with the exception of Director Dombrowski who recused from voting because he is a Candidate), motion carried.

(10) Director Holzer moves to approve the Election Ballot as presented by the Election Committee, 2nd by Director Witchell.

All Ayes, motion carried.

(11) Director Holzer moves to ratify the email vote for the sale of Lot 986, 2nd by President Bridges.

All Ayes, motion carried.

(12) Director Holzer moves to approve the sale of Lot 1040, 2nd by Director Witchell.

All Ayes, motion carried.

(13) Director Holzer moves to pay the back taxes for the sale of Lot 1040, 2nd by Director Witchell.

All Ayes, motion carried.

In regards to the Agenda Item of "Power Source and Parking Lot at Holiday Lake", Scott was directed to get bids for upgrades to the parking lot, tree removal and excavating work with the bids to be provided by email to the Board Members for voting due to time restraints.

*(14) Director Dombrowski moves to replace the existing dock with a roll in dock for White Birch Lake and the cost not to exceed \$2,000.00 based on the Supervisor's recommendations, 2nd by Director Pryde.
All Ayes, motion carried.*

In regards to the Agenda Item of "Generator for Clubhouse", Director Holzer presented information to the Board for future information purposes only.

*(15) President Bridges moves to increase the Debit Card account from \$1,000.00 to \$2,000.00 with \$1,000.00 per day allowance for purchases and the existing approval procedures for purchases to remain in place, 2nd by Director Holzer.
All Ayes, motion carried.*

*(16) Director Allen moves to adjourn the meeting to Closed Session at 12:00 Noon, 2nd by Director Dombrowski.
All Ayes, motion carried.*

XIII. Closed Session:

*(17) Director Allen moves to approve a reimbursement in the amount of \$12.50 per pay period to Mark Hathaway for cell phone usage, 2nd by Director Holzer.
All Ayes, motion carried.*

A legal matter was discussed with no motions made.

The Board returned to regular session at 12:30 pm.

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

The meeting was adjourned at 12:32 pm.

Submitted by,
Vicky McClusky, Secretary/Treasurer