

**White Birch Lakes
Board of Directors Meeting Minutes
January 13, 2018**

I. Call to Order:

President Bridges called the meeting to order at 11:02 am.

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

Board Members Attending by Teleconference: Director Pryde (entire meeting), Director Witchell (joined during the Supervisor's Report) and Director Getz (joined during Closed Session)

Board Members Absent: None

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

Director Allen: EPC Lot Entrance

III. Approval of Minutes:

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

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

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

All Ayes, motion carried.

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

All Ayes, motion carried.

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

"Oh, baby it's cold outside!! Things have been quiet here since last month unless you mention all of the excitement of Christmas and New Year festivities. The Clubhouse was decorated beautifully and many houses had colored lights up as well. We haven't had a lot of snow, too cold to snow."

"We are always thinking of the next summer season. At the end of the last season we purchased a climbing dome for the kids and it lives at the playground. I was at Sam's last week and found that the last playscape was marked down, so with the permission of the rest of the Board, I bought it. It was also a floor model so we saved another 20 percent. We got it for almost half off. The guys went to pick it up the other day and it is stored in several different places throughout the community. (At this time Scott showed all in attendance the banner that came with it). This unit is for middle kids, the fenced off area is for smaller children and the large swings are for older children, this is for our middle kids."

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

"Happy New Year!! Due to the unpredictable nature of our recent weather, please take your time and plan ahead as the roads in our Association and outside the gate may seem alright but these conditions may change at the drop of a hat. However, in terms of productivity of your Maintenance Team in the amount of snow and ice that they account for in the dead of night or in the early mornings, we simply say **Thank You Jeff, Bob and Mark**, and keep up the good work."

"The fish are always biting here at our lakes and we have had some good ones taken already this year! However, we will always remind you that there is simply no such thing as safe ice. Please take care with ice fishing and be extra cautious and stay as far away from the aerators as possible."

(At this time, Director Witchell joined the meeting by teleconference)

“Remember the Clubhouse and pool are open the first Wednesday of the month from 4 pm until 8 pm as a nice break in the middle of the school and work week. We had a few Members in last Wednesday and the next scheduled Wednesday will be on February 7th. Hope to see you there. Please take a look on our website calendar and scrolling marquee, as well as our sign out front for updated information. As a side note, our Clare County Health Department conducted a pool inspection yesterday and there were no issues found. Great job WBLRA staff for maintaining a safe and fun amenity for our Members to enjoy.”

“Our mitten tree and our food donations have been a resounding success this year. We have received many thank you cards for your generosity and our thanks to all of the Members who have donated these items and, on behalf of those recipients, we simply thank you.”

“For those Members looking to renew their boat slots, the deadline for this is February 28, 2018. Please look for those invoices in your Assessment Notices that will be mailed out soon. Understand that there is a waiting list and if your boat slot is not renewed by the deadline, it will go to a Member on a first come, first serve basis. We are in the planning stages of constructing additional boat storage for this coming season. If any Member has input on how or where this next set of boat storage should go, please let us know.”

“Please note that the Winter Storage area located behind the Campground has locked gates on both entrances and will remain this way throughout the winter. If you need to gain entrance to this area, please contact the Supervisor during regular business hours.”

“Thanks, and we wish you and yours a very healthy and fun start to 2018!!”

VII. Committee Reports:

EPC Committee: Chairperson Marty Perkins reported for the month of December there were 1 tree removal, 2 Contiguous Lot and 1 Garage applications approved. Marty also reported that there were 12 return phone calls out of the 22 letters which were sent out. He also stated that there is still one camper on a lot and the outbuilding on Evergreen Court has been removed.

Activity Report: Nothing to report.

Campground Committee: Director Allen reported that everything looks good. Both gates are locked and he didn't see any footprints going up to any campers. The roads are plowed and look great.

At this time President Bridges appointed the following Members to the 2017-18 C & R and By-Law Committee:

Chairperson – Dick Hassberger
Board Liaison – John Pryde
Donna Heiden
Lisa Cooley

(4) Director Dombrowski moves to accept the above appointments, 2nd by Director Holzer.

All Ayes, motion carried.

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

IX. ManagerPlus Report:

Scott reported there is nothing new to report at this time.

X. Unfinished Business:

No Unfinished Business to report at this time.

XI. New Business:

(5) Director Holzer moves to approve the 2018-19 Budget as presented with the amount of \$402,245.00 for Gross Profit and Expenses also noting a \$600.00 monthly transfer to the Capital Improvement Fund, 2nd by Director Allen. Roll call vote, All Ayes, motion carried.

(6) Director Holzer moves to set the 2018-19 Assessment fee amount with no increase to \$375.00, noting there has not been an increase since 2002, 2nd by Director Allen. Roll call vote, All Ayes, motion carried.

The Agenda item of “Snowplowing Discussion” was for discussion only. No motions were made.

In regards to the Agenda item of "Clubhouse Pool and Bathroom/Shower Area Updates", Director Holzer stated this was put on the Agenda to discuss new paint for the walls and the floors to be recoated in each area. The Board asked Scott to obtain 3 bids for the pool area and also 3 bids for the bath/shower area and present them at the February meeting.

*(7) President Bridges moves to ratify the telephone/email vote to purchase the Playground Equipment from Sam's Club in the amount of \$739.88, which includes tax, and the funds to be transferred from the Capital Improvement Fund, however, the final price upon pickup was only \$592.54 due to an additional discount for taking the floor model, 2nd by Director Holzer.
All Ayes, motion carried.*

The Agenda item of "EPC Lot Entrance" was discussed for clarification purposes only. No motions were made.

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

*(8) President Bridges moves to adjourn the regular meeting at 12:10 pm, and after the break for lunch, go into Closed Session, 2nd by Director Allen.
All Ayes, motion carried.*

XIII. Closed Session:

At this time, Director Getz joined the meeting by teleconference.

A legal matter was discussed with no motions made.

*(9) Director Holzer moves to adjust Bob Luster's compensation with regards to his Annual Review per the Supervisor's recommendation, 2nd by Director Allen.
All Ayes, motion carried.*

*(10) Director Holzer moves to go back into Open Session at 1:53 pm, 2nd by Director Dombrowski.
All Ayes, motion carried.*

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

The meeting was adjourned at 1:55 pm.

Submitted by,
Vicky McClusky, Secretary/Treasurer