

White Birch Lakes
Board of Directors Meeting Minutes
November 11, 2017

I. Call to Order:

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

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

Board Members Attending by Teleconference: None

Absent: Director Pryde

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

Closed Session:

President Bridges: Legal Matter

III. Approval of Minutes:

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

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

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

Director Holzer.

All Ayes, motion carried.

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

All Ayes, motion carried.

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

"Welcome hunters, hopefully everyone will fill their tags and you have a great time. We have had several days of bone chilling cold, snow and ice. By next week it will be in the 40's and 50's again. We need to work into this winter thing slowly, warm then very cold is hard to take."

"We do have several trailers left on lots which is in violation of the Township Ordinance as well as against the Court Order. Those Members who still have trailers on their lots will be getting, or have already received, letters from White Birch to remove them. The Zoning Administrator has already been in White Birch and those violators should be getting letters as well. Please review the Zoning Ordinance, you can see it on the Township's website at www.lincolntwp.com"

"Happy Thanksgiving to all and have a safe holiday as you travel to spend time with family and friends."

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

"Happy Veteran's Day and safe travels to all during the coming Thanksgiving season. For those of you deer hunting this year please have a safe and enjoyable hunting season. As a gentle reminder for all Members/Visitors, there is NO HUNTING in White Birch Lakes Recreational Association. Please note that any Member who witnesses an illegal hunting act in this Association can call the DNR Poaching Hotline at 1-800-292-7800. Phone lines are open 24/7."

"Please plan accordingly as of this date our Campground full service sites and Dump Station have been closed, locked and winterized. However, the Campground Bathhouse will remain open until December 1st for Member convenience."

"As of October, we had fish planted in Holiday, Timber and White Birch Lakes with 200 walleye, 200 Black Crappie and a 5-gallon bucket of minnows in each lake. Our previous lake management provider, PLM, has finished their survey of our lakes and those results are available at the Clubhouse for Member perusal and there will be a condensed version available online as this document is quite detailed and lengthy."

"Your Clubhouse and heated indoor pool will remain open for the winter. There is plenty of space to plan a family get together or just hang out. However, the Clubhouse will not be open on Thanksgiving so that means the Clubhouse will be closed Wednesday the 22nd and Thursday the 23rd so please plan accordingly. The first Wednesday of each month the Clubhouse will be available in the evening starting at 4 pm and closing at 8 pm. This will allow for families and students a nice break from work and

school to come on down for a nice swim, hang out in the sauna or just play some games. The next Wednesday open evening will be December 6th, see you all there!!”

“Our Maintenance Team works tirelessly to continue their ongoing battle with leaf debris. Jeff Wheeler, our Lead Maintenance, has put together a really nice compost pile at the Old Maintenance area that has resulted in some very nice black dirt. Please drop off your leaf debris in this area where the signs indicate and he can continue to make that work to your advantage.”

“My personal thanks to all Members who store their campers in our winter storage areas for making the renumbering of those sites less of a pain than anticipated. We have only had a couple of issues with amount of space in certain sites but we are almost full. My thanks to Director Witchell for his assistance in numbering of these sites and we look forward to Members making their reservations for storage next year on or before August 1st.”

“With the latest delivery of snow and icy conditions we humbly ask Members to slow down and plan accordingly for possible slippery conditions on our roads. Please make use of our salt barrels that will be conveniently located on several different corners around the Association.”

“Our many thanks to our Board, volunteers and staff for their valued and continued contributions to assisting us in keeping our Association growing and moving forward.”

VII. Committee Reports:

EPC Committee: Chairperson Marty Perkins reported for the month of October there were 2 Contiguous Lot, 6 tree removal, 1 septic field and 1 accessory building requests approved. As of October 31st there were 22 trailers and a couple tents left on lots. By that weekend on the 6th of November that number was down to 12. Letters were sent out to those Members. On November 14th EPC will do a follow-up to see if those Members have taken care of the matter and EPC will be starting on Phase 2 which will be for camping accessory removal. There was much discussion as to what can remain on the lots for the off-season between the Board of Directors and Co-Chairpersons Marty Perkins and Dick Hassberger.

Election Committee: No report.

Safety: No report. President Bridges asked if anything had been started with a “Round Robin” type program and Georgia Romine reported that Pat Graham had asked her to check on Members that have asked to be checked on while she is gone in the winter. If anyone is interested in this program, please let Georgia or the office know that you would like to be included.

Campground Committee: Director Witchell reported everything is going good. There are less spaces available this year in the storage areas but more Members are reserving larger spaces this year than in the past years. Scott stated that there are still 10 spots available in the Campground area and 16 spots available in the Storage area for winter storage. The Merry-go-round has been repaired but will not be put back until in the Spring.

Finance Committee: Director Holzer stated that the first Finance Committee meeting regarding the 2018-19 Budget was held with John Pryde, Fred Witchell, Carolyn Neal, Sharon Bridges, Scott, Jeff, herself and Vicky. A solid budget was drafted and copies of the proposed budget will be given to all the Board Members. She is waiting for wish list items. She doesn't feel that there will have to be another meeting before it is presented to the Board for approval.

Conservation Committee: Director Holzer stated that she worked with the Clare County Conservation in September and October in which White Birch Lakes was done at the end of October. There are a few gypsy moth egg masses in the area basically on garages, wood homes, over hangs, etc. A letter was left in the community if there were findings. Dawn asked Scott to post the letter on the website as well. Dawn also stated that our area will not have to be sprayed this year and Clare County hasn't been sprayed in 4 years. She stated there are a couple of hot spots in Clare County now and some of those areas may have to be sprayed in the spring.

Activities: No report.

Policy Update Committee: No report.

Auto Sticker Committee: Director Witchell reported the Committee is looking at a sticker that only has the tree on it. Further discussion will be during Unfinished Business.

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

IX. ManagerPlus Report:

Scott reported that ManagerPlus can also be used to identify when valuable time is lost. This is quite helpful when dates need to be documented as to when things expire like the GoDaddy domain which Vicky and Scott were not aware was happening and email and the website were down for a couple of days until the matter was taken care of. Now it will flag in 10 years when it comes up for renewal again. Also, items like the pool cover which now has documentation in ManagerPlus that there is also a kit that needs to be

purchased when replacements are scheduled. The new water well at the Maintenance Building passed inspection by Rick Pitt from the Health Department and Rick suggests a back-flow preventer be added to the well. This will be put on the system as well as a once a year bacteria test even though it is not necessary per Rick from the Health Department. There are 6 fence panels at the front entrance that are need of repair. This item will be put on the system so they are maintained and repaired as necessary.

X. Unfinished Business:

(4) President Bridges moves to approve the Electric Escrow Account Administration draft that was drawn up by our attorney, 2nd by Director Holzer. (After discussion by the Board, President Bridges moved for this Agenda item to be tabled for further information after the EPC Committee has a chance to also look at the draft and make recommendations at the December Board Meeting and all Board Directors agreed.)

The Agenda Item of Auto Stickers/Decals was discussed during the Committee Reports by Director Witchell and has been tabled for further information, designs and pricing to be provided at the December Board Meeting.

(5) President Bridges moves to approve the revised "Camping Guidelines" as presented, 2nd by Director Witchell. (After discussion by the Board and recommended further revisions, President Bridges moved for this Agenda Item to be tabled until the December Board Meeting pending changes and recommendations.)

XI. New Business:

(6) Director Allen moves to purchase the selected 2000 Sterling Dump Truck from Midwest Tractor & Equipment Inc. with the funds to be transferred from the Capital Improvement Fund and the amount not to exceed \$40,000.00, 2nd by Director Witchell. All Ayes, motion carried.

(7) Director Holzer moves to purchase Christmas Gift Cards for each employee with the dollar amount of \$75.00 per employee, 2nd by Director Allen. All Ayes, motion carried.

(8) Director Allen moves to change the meeting start time to 11 am for the months of December 2017 through March 2018, 2nd by Director Holzer. All Ayes, motion carried.

(9) Director Allen moves to accept the quoted agreement from PLM Lake & Land Management Corp. for the 2018, 2019, and 2020 seasons for the lake treatments with the amount not to exceed \$7,500.00 per year, 2nd by Director Getz. All Ayes, motion carried.

The Agenda Item of "Bathhouse Entry System" was for discussion only by the Board of Directors. No direction or motions were made at this time.

(10) Director Dombrowski moves to purchase a Steam Power Washer, and, forks for the John Deere Tractor from Scott's wish list at a cost not to exceed \$5,000.00 for both items with the funds transferred from the Isabella Bank Money Market account, 2nd by Director Holzer. All Ayes, motion carried.

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

(11) Director Dombrowski moves to adjourn the meeting to Closed Session at 12:41 pm, 2nd by Director Getz. All Ayes, motion carried.

XIII. Closed Session:

A legal matter was discussed. There were no motions made.

The Board returned to Open Session at 1:35 pm.

(8) President Bridges moves to adjourn the meeting at 1:40 pm, 2nd by Director Holzer. All Ayes, motion carried.

Submitted by,
Vicky McClusky, Secretary/Treasurer