

White Birch Lakes  
Board of Directors Meeting Minutes  
May 13, 2017

**I. Call to Order:**

President Bridges called the meeting to order at 10:02 am.

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

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 Holzer: Additional Cedar Road Signs

Closed Session:

Director Holzer: EPC Request

**III. Approval of Minutes:**

*(1) Director Holzer moves to approve the April Meeting Minutes as presented, 2<sup>nd</sup> 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, 2<sup>nd</sup> by Director Dombrowski.*

*All Ayes, motion carried.*

*(3) Director Allen moves to approve the May Payables as presented, 2<sup>nd</sup> by Director Pryde.*

*All Ayes, motion carried.*

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

"Welcome back distant Members!! Campers were allowed back on lots as of yesterday."

"I hope that those of you who haven't seen the Clubhouse with a new coat and to see the new playhouse had a pleasant surprise. We are getting back to our busy time of the year, and I am sure that there were some glitches at the gate yesterday. Now is the time that Members can have fun and enjoy family and friends."

"We want to let you know that we have had 2 or 3 black bears who spent the winter in White Birch. Please be careful at night and do not leave food products out. Even if you put things in coolers, they will get into them. Coolers should be in your car, or in your camper. I do not think that coolers with beverages would be a problem, let us know if it is."

"I want to take this opportunity to thank all of the Members who have volunteered their time over the past years. They are not paid for the things that they do. To Mary P. who published the Birch Bark, to Georgia R. for the bus stop, to all of the ladies who help Vicky stuffing envelopes and other tasks in the office, Fred W. at the Campground, and to the many Members who have served on Committees. If I missed anyone, please know that you are greatly appreciated."

"The Annual Members Meeting is coming up in 2 months. This is your time to voice your concerns, and to tell the Board what you think would help everyone to have a great time here. Once again, we will have a catered lunch. We will also have a pig roast at this event. So, come to the meeting, get involved in your Association, meet and greet new and old friends, and enjoy a great meal."

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

"We welcome in the warm weather with greetings to our returning staff, Bob and Claudia, and the addition to our Maintenance Team, Member Mark Hathaway."

"The Campground Bathhouse is open for the season. There will be a Porta-John at Timber Lake and at Holiday Lake for your convenience. Keys are available for purchase at the Clubhouse for the Bathhouse at \$5.00 apiece. These keys can be returned. There are still campsites available for Memorial Day weekend. Please note that the week of the Annual Meeting, July 10th to July 16<sup>th</sup>, some of those campsites will not be available so please plan accordingly."

"Winter Storage for campers has been renumbered due to past and recent confusion with numbers assigned to those spots. This new renumbering system along with a computerized reservation system should reduce the number of mistakes as it is extremely inconvenient to Members and frustrating for all involved. If you had a reservation, it is still valid until July 30th. 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 your camping unit at the time it is reserved."

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

"Our first brine of the season has been scheduled for Wednesday the 17<sup>th</sup> which should bring us some much-needed relief from the dusty road conditions. Our many thanks to our Maintenance Team for preparing our roads as they have had to repair and gravel several different areas this year which takes a considerable amount 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 accesses to all the lakes. Monday the 15th will be their first visit. There are copies of their treatment schedule and what they apply to our lakes available here at the Clubhouse."

"For a brief time this spring we have had visits from black bears. Again, just make sure your trash cans are covered and your bird feeders are empty and they will move on."

"We also have our own Bear in the form of Smokey 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 precaution. 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 our Clubhouse Summer Hours schedule will be starting June 4<sup>th</sup>. 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 Monday."

"We all know that nothing here happens magically. An enormous amount of hard work and dedication is put in to keep this 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."

## **VII. Committee Reports:**

**EPC Committee:** Chairperson Sandy Getz reported there were 2 Contiguous Lot, 1 detached building, 4 tree removals, and 1 gravel pad for a camper that were approved. Sandy also reported that she has a couple of lots that she is concerned with. The lots are Lot 618 has an accessory building still on it as of 5/12/17, Lot 162 which has constructed a structure covered in black tarps with what looks to be a galvanized tin roof and Lot 587 which has a vehicle with last year's tabs and per the neighbor hasn't moved in 6 months. Also, there is a lot across from Lot 618 which has a make-shift fence made out of natural materials and downed trees that she is keeping an eye on to make sure slats are not placed on the material to make it more permanent. Also, Director Dombrowski stated that he noticed there was another structure going up next to a camper and he will get with Sandy on the location of that so she can look into it.

**Election Committee:** Chairperson Claudia Pelfery reported that the Committee had their first meeting to approve the revised forms for this year's election.

**Campground Committee:** Chairperson Fred Witchell reported that the Bathhouse is open. He has purchased a new net and Volley ball for this year so that is ready to go, and the swing set is ready to go. Fred also restated that the Winter Storage sites will all be renumbered and new signs will be made. Director Dombrowski stated he used the Men's room showers this morning and they looked fantastic with new shower curtains and the way they were positioned looked as inviting as a Holiday Inn.

At this time, Director Holzer thanked John and Faith Pryde for their donation of the new computer program that is being used in the Clubhouse for all rentals. Also, Director Getz thanked John for the donation of the VCR/DVD player that is being used for Movie and Popcorn Nights.

**Activities:** Fred Witchell reported there is a Mother's Day Breakfast on Sunday, May 14<sup>th</sup>, from 8 to 11 am.

Carolyn Neal reported the 4<sup>th</sup> of July picnic and parade will be Saturday, July 1<sup>st</sup> at 1 pm. VOLUNTEERS ARE NEEDED and there will be a sign-up sheet on the bulletin board in the Clubhouse. She also stated there will be a meeting Tuesday, May 30<sup>th</sup> at 7 pm with the volunteers to go over the plans for the 4<sup>th</sup> of July event at the Pavilion and then a final meeting on Thursday, June 15<sup>th</sup> at 7 pm at the Clubhouse.

Sandy Getz stated there is another Movie and Popcorn Night scheduled for Friday, May 26<sup>th</sup> at 6:30 pm. and the movie will be "Trolls".

Sandy also stated the Member/Family Carnival has been rescheduled for Saturday, June 24<sup>th</sup> from 1 to 4 pm. at the Pavilion due to a scheduling discrepancy.

**By-Laws and C & R's Committee:** Nothing to report.

**Policies and Procedures:** Nothing new at this time.

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

**IX. ManagerPlus Report:**

Scott reported the hole in the siding of the Clubhouse has been repaired. The water heater at the Campground has been replaced. The pool temperature issue was looked into and it was determined that it was just a circuit breaker issue. The septic tank cleaning has been done and Scott suggested to the Board that this take place every year instead of every 2 years.

**X. Unfinished Business:**

The Agenda item of "Electrical Upgrade to the Clubhouse" has been tabled. No further information has been received since the last meeting.

Scott updated the Board on Malley's Well Drilling recommendations for a well at the Maintenance Building. He is asking anyone with a GPS app on their phone to please assist him in getting the footage from the Campground to the Maintenance Building for possibly boring a line from there and connecting to that line.

*(4) Director Bryant moves to have a survey done on Lot 554 to include the Access Right of Way down to the water and also where the well and electric are located, 2<sup>nd</sup> by Director Pryde.  
All Ayes, motion carried.*

*(5) Director Holzer moves to ratify the email vote for the Annual Members Meeting catered meal, 2<sup>nd</sup> by Director Getz.  
All Ayes, motion carried.*

At this time, the Agenda for the Annual Members Meeting was discussed. It was decided by the Board that the Agenda be in the same order as the 2015 Agenda.

*(6) Director Dombrowski moves to go out of order regarding the Agenda. 2<sup>nd</sup> by President Bridges.  
All Ayes, motion carried.*

At this time, Director Dombrowski added "Annual Members Meeting Raffle" to New Business.

**XI. New Business:**

No ratification was necessary for the Agenda Item of "Ratify email vote for sale of Lot 1314" due to the sale being cancelled by the Purchaser.

*(7) Director Dombrowski moves to ratify the email vote for the sale of Lot 1315, 2<sup>nd</sup> by Director Allen.  
All Ayes except Director Bryant who recused from voting, motion carried.*

(8) Director Dombrowski moves to ratify the email vote for the sale of Lot 219, 2<sup>nd</sup> by Director Holzer. All Ayes except Director Bryant who recused from voting, motion carried.

(9) Director Pryde moves to ratify the email vote for the sale of Lot 8, 2<sup>nd</sup> by Director Allen. All Ayes except Director Bryant who recused from voting, motion carried.

(10) Director Holzer moves to approve the Summer and Holiday hours for the Clubhouse and Pool as presented, 2<sup>nd</sup> by Director Bryant. All Ayes, motion carried.

(11) Director Holzer moves that the June Birch Bark be specifically for any election documentation and required notices along with the insertion of the President and Supervisor reports, 2<sup>nd</sup> by Director Getz. All Ayes, motion carried.

(12) Director Holzer moves to accept John Manninen's quote for an additional 100 cedar road signs to be made at a cost of \$10.00 each, 2<sup>nd</sup> by Director Allen. All Ayes, motion carried.

At this time, the Board discussed the possibility of having a giveaway in the form of Assessment dues at the Annual Members Meeting. It was decided that the Attorney will be contacted concerning any legal issues.

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

(13) Director Holzer moves to adjourn the meeting at 12:20 pm to Closed Session, 2<sup>nd</sup> by Director Allen. All Ayes, motion carried.

**XIII. Closed Session:**

(14) Director Dombrowski moves to approve the C & R Violation Letter with the changes discussed, 2<sup>nd</sup> by Director Holzer. All Ayes, motion carried.

At this time, Director Dombrowski left the meeting.

(15) Director Allen moves to adjust Jeff Wheeler's compensation effective with his Anniversary date per Scott's recommendation, 2<sup>nd</sup> by Director Getz. All Ayes, motion carried.

(16) Director Allen moves to adjust Vicky McClusky's compensation effective with her Anniversary date, 2<sup>nd</sup> by Director Getz. All Ayes, motion carried.

A legal matter was discussed with no motions made.

The Board went back into Open Session at 1:45 pm.

(17) Director Bryant moves to ratify the above motions made in Closed Session, 2<sup>nd</sup> by Director Allen. All Ayes, motion carried.

**XIV. Adjournment:**

The meeting was adjourned at 1:47 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky, Secretary/Treasurer