

**White Birch Lakes
Annual Membership Meeting Minutes
July 15, 2017
(Approved July 21, 2018)**

I. Call to Order:

The meeting was called to order at 10:12 a.m. with the quorum count at 105. The actual number needed was 94.
Board Members present: President Bridges, Directors Holzer, Bryant, Dombrowski, Allen, Pryde and Getz.
The Invocation was given by Carolyn Neal.
The Pledge of Allegiance was recited by all present.

II. Burning of Ballots:

(1) Carolyn Neal, Lot 1094, moved to burn the 2016 ballots, 2nd by Bill Dombrowski, Lot 1210; motion carried.

(2) Kevin Dombrowski, Lot 1209, moves to change the order of the Agenda should the need arise, 2nd by Steve Bryant, Lot 1; motion carried.

III. Presidents Report:

President Bridges reported the following:

"Another busy year at White Birch. We have done several updates and repairs to our common grounds and amenities. Our big project was to the siding on our Clubhouse. It was badly needed and now maintenance is much easier and the wood rot has been evaded. Our little playhouse was torn down. Non-wolmanized lumber was used in this structure and it had many areas of rot. There were also termites and carpenter ants in the building. The building was replaced with a weather tight building that was built by Miller's and was delivered and set up on the site. There is furniture and children's toys for them to play with. There is also a bench outside that folds into a table for parents to sit at and have a picnic while the children are playing. Please, after your children are done, straighten things up a little bit in there."

"The Bath House was painted in keeping with the Clubhouse colors. New road signs are up throughout the community. We had the registers in the pool room, which were badly rotted, sandblasted and powder coated to prevent rust from forming. LED lights have been placed in the Clubhouse and the Bath House to be more energy efficient and to save money."

"We have a new gate operating system so that everybody now has new numbers and we don't have Member's numbers floating around outside the community. We have surveillance cameras up there that did help us to document the accident that happened on Mother's Day weekend at the gate and when the gate was hit. The driver stated that the gate closed on her and the video clearly shows that isn't what happened."

"There is new landscaping up at the Clubhouse in the center island with a new lighted sign. We have purchased a small grader that is pulled behind the tractor and it will clean up the old edges and hopefully get down into the ditches a little bit and it also is used to clean out the corners with the bumps that we get there and the big grader doesn't have to come out to do that."

"We also purchased a covered utility trailer. We talked about getting a truck that had a covered compartment for tools and the Maintenance people wouldn't have to be running back and forth to the Maintenance shed to get their tools to do a job, we would have them on site and a Member made a suggestion that we buy a utility trailer instead of a new truck which we thought was a good idea and that's what we did. The utility trailer has been outfitted with cabinets and it has ladder racks on it so the guys can pull the tools that they need with the truck and that works out a lot better for them."

"There have been some suggestions already made about things that we could do in the future that have been noted. Please as you sit here and think of things that you might like to see happen, please bring them up and make a motion. This is your opportunity for you to do that."

"As was stated before, we are roughly \$55,000.00 under budget this year and we will put that money into the Capital Improvement Fund for future projects."

"I would like to thank our employees; Vicky, Scott, Jeff, Bob, Mark, Bob P., Claudia, Georgia and Steven for all that they do to make White Birch run smoothly and efficiently. I would also like to thank all volunteers who work to make committees function, activities fun, and make White Birch a great place to be. I would also like to thank all of you Members who have come today, we easily made our quorum. This is your meeting and your opportunity to voice your opinions. We would like to hear some good things too, not just the bad things. Thank you."

IV. Report of the Secretary: Vicky McClusky reported the following:

“Good morning everyone. I’m Vicky McClusky for those that may not know me but most of you do. Let me start by saying, I love my job here and I appreciate you letting me be your Secretary/Treasurer. If you have any complaints about anything or the way I am doing things, please let the Board know so that I know and I can correct anything.”

“The 2016 Annual Meeting Minutes were provided at the sign in desk so I would like to entertain a motion to approve the minutes as presented.”

(3) Brianna Teeter, Lot 803, moves to approve the 2016 Annual Meeting Minutes as presented, 2nd by Carolyn Neal, Lot 1094; motion carried.

V. Report of the Treasurer: Vicky McClusky reported the following:

“The 2016-17 Annual Audit has been completed and copies were provided at the sign in desk. I hope you all have had a chance to look at it. If you are on page 5, the Cash and Cash Equivalents at the beginning of the fiscal year were \$421,646.00. The Cash and Cash Equivalents at the end of the fiscal year were \$375,263.00. On page 4, the Audit shows a surplus of \$55,481.00 which is listed as “Change in Net Assets” towards the bottom. The last two pages of the Audit show where monies are spent in regards to Classes which are broke down into Administrative, Campground, Clubhouse, etc. A motion needs to be entertained to accept the 2016-17 Audit report as presented.”

(4) Georgia Romine, Lot 542, moves to approve the 2016-17 Annual Audit as presented, 2nd by Jim Neal, Lot 1094; motion carried.

VI. Committee Reports:

EPC Committee: Chairperson Sandy Getz reported that EPC has been quite an experience and she has enjoyed watching all the positive changes being made to Member’s homes and their camping lots. At this time, she introduced the people that are on the committee: Chris Bailey, Gwen Wood, Marty Perkins and Jim Neal. She stated they have been very instrumental in making EPC possible and she gave them a huge thank you for their efforts. Sandy gave a list of the improvements to lots and more as follows:

- 10 – Contiguous lots
- 45 – Tree Removals
- 5 – Deck Additions
- 6 – Driveway
- 1 – Excavation
- 3 – Detached Garages
- 1 – Attached Garage
- 1 – Attached Shed
- 1 – Detached Accessory Building
- 1 – Kennel
- 1 – Gravel Pad for an RV
- 1 – Drain field
- 1 – Dock

Sandy told Members that may not know if there is something they would like to have done go to the office or Clubhouse and fill out a form and EPC will come take a look at what you want to do and either approve or deny depending on what you want to do within the Covenants and Restrictions and with the Township. We have to adhere to the Township as far as building and additions, etc.

Activities: Sandy Getz reported that she has been doing Movie Nights for children once a month on a Friday and it has been pretty successful and the children have really enjoyed themselves. She stated there isn’t any fee. Popcorn, candy and soda are all supplied for the kids so they can just come and have fun. Adults make their own fun and it seems like a lot of the time kids get left out. She stated her effort is to make it fun for the kids here at White Birch. Sandy stated she just recently put on a Carnival that was free for everybody. There were lots of games, lots of great prizes, everything was free giveaways, popcorn, cotton candy, pie eating contests, helium balloons, sack races and much more. It was a lot of fun and if anybody is interested in helping with any activity or have any

ideas, please let Vicky know up at the Clubhouse. The more adults, or even teenagers, the more fun we can have for the kids. President Bridges thanked Sandy personally for all that she has done for the Association.

Safety: Bob Pelfery stated the main thing he wanted to mention is there are a lot of new kids up here that are younger and asked for people to slow down a little to keep everyone safe.

Campground Committee: Fred Wittchell reported there are a couple of improvements that they are hoping to get done in the future and you can see that new fencing has been put up to try to slow people down from strolling across the property that does not belong to the Association. Years and years ago people used to be able to go to J & D's Party Store as a walking trail. A few years ago, that property was sold and the people who bought it do not want any of us to use it because a lot of the ground has been torn up because of ATVs, UTVs, etc. So now the fence is there to say, please do not cross this property anymore. The picnic tables under the pavilion have been refinished which have not been restained for about 8 years. He stated that he is glad everyone is taking care of them and they haven't been damaged. Fred announced that 50/50 tickets are being sold for the campground and also stated that the tables were not bought by the Association, they were all bought by Members. The other tables in the Campground are going to be refinished also before the end of the year. The merry-go-round that has been in the Association for many, many years has a bad bearing that is getting worn down. It is going to be repaired soon. Fred also stated there is a sign-up sheet for all the committees here and he urged Members to sign up even if you aren't here all the time. The Campground Committee has a meeting once a year and when volunteers are here, he assigns something for them to work on while they are here. Director Kevin Dombrowski thanked Fred for all he does and stated he played on the merry-go-round when he was 10 years old.

At this time, Sandy Getz announced she has volunteers to help serve the pig to include, Carolyn Neal, Steve Brandle, and Fred Wittchell.

Finance Committee: Director Dawn Holzer reported she is the Chairperson of the Committee for the last few years and really doesn't have a report but wanted all Members to know that there is a surplus and we are in good shape. We are doing good and people are paying their Assessments which is so important because of all the improvements we are able to do and we have not had to raise Assessments since 2002. Director Kevin Dombrowski asked the committee how much money is in the bank. Dawn stated there is roughly a little over \$500,000.00. When the transfer of the \$55,000.00 surplus is transferred there will be almost \$95,000.00 in the Capital Improvement Fund. There is about \$96,000.00 in the 7-year Annuity and we have a budget this year (2017-18) in expenses of \$398,000.00. Dawn stated fortunately we have had a lot of Members paying up to date and there have been property sales that has helped with the surplus. We are still within budget as of the June reports which is 33 percent and we are at 32 percent. As long as we stay within those, we should be okay pending there aren't any huge expenses or emergencies.

VII. Transaction of Other Business:

Grace Sawinski, Lot 1361, asked what percentage of the Members are not up to date and not paying their Assessments. President Bridges stated that Vicky may have that information but she knows it is much better than it was and Vicky is working with Members to help them become current. The foreclosed properties that are purchased by Members are also being worked on to make sure the Assessments are paid and a significant amount of money in past due Assessments has been collected. She then thanked Vicky for that.

(5) Brian Heiden, Lot 850, moves to extend the dock at Holiday Lake to include another section to the left-hand side, 2nd by Dorothy Nalepa, Lot 1133; motion carried.

(6) Brian Heiden, Lot 850, moves to refurbish (paint) the pavilion (gazebo) at Holiday Lake, 2nd by Marty Perkins, Lot 1095; motion carried.

There was some discussion from Members in regards to extending the dock at Holiday Lake and the Board was asked to review the C & R's to make sure the dock extension stays within the guidelines of the C & R's.

VIII. Nominating Committee Report:

Claudia Pelfery, Chairperson of the Nominating/Election Committee reported the following:

Absentee Ballots sent out – 102
Absentee Ballots returned – 88
Absentee Ballots rejected – 1

At this time, Jim Neal, Lot 1094 stated the Nominating Committee has to approve the Candidates and then open it up for Nominations from the Floor.

Claudia stated that the Candidates listed on the ballots are: Steve Bryant, Dawn Holzer and Fred Witchell which are all Members in Good Standing.

IX. Nominations from the Floor:

At this time, Claudia asked if there were any nominations from the floor.

Jim Neal, Lot 1094, nominated Marty Perkins. Marty accepted. Chris Bailey, Lot 96, 2nd the nomination.

Chris Bailey, Lot 96, nominated Jim Neal. Angela Bendell, Lot 162, 2nd the nomination. Jim declined the nomination because they go away for the winter.

Angela Bendell, Lot 162, nominated herself. Don Stahl, Lot 762, 2nd the nomination.

(7) Shirley Brandt, Lot 685, moves to close the Nominations from the Floor, 2nd by Jim Neal, Lot 1094; motion carried.

President Bridges stated to Members that when they are ready to vote, Marty Perkins is a write in candidate and also Angela Bendell is a write in candidate.

At this time, President Bridges opened the floor back up for further Transactions of Other Business and Motions.

(8) Brian Heiden, Lot 850, moves to add another pedestrian section on the left side of the gazebo at Holiday Lake, 2nd by Teresa Stephens, Lot 1323; motion carried.

(9) Dorothy Nalepa, Lot 1133, moves for the 2018-19 budget to include up to \$10,000.00 to upgrade the playground with material under the swings, etc. for children's safety, 2nd by Brian Heiden, Lot 850; motion carried.

(10) Richard Glomb, Lot 630, moves to close Timber Park at 10 pm as the sign states, 2nd by Dotty Massey, Lot 397;
Ayes – 43
Nays – 65
Motion Failed.

(11) Dick Brandt, Lot 685, moves for the Board to be commissioned to investigate the legality and if possible to remove the option of Nominations from the Floor, 2nd by Al Isaac, Lot 514.

NOTE: Brian Heiden, Lot 850 called for a Point of Order on this motion stating it is an invalid motion. Therefore, this motion was not voted on.

X. Comments from the Floor:

Bill Hammon, Lot 63, commended whoever made the decision to put a third dumpster in at the Campground. It was stated that Scott the Supervisor took charge of that on his own.

Brian Heiden, Lot 850, stated he appreciates the Board and that they are doing a great job. He also stated that the band that played over the 4th of July holiday was awesome. Elaine Carrasco was thanked for that.

Mary Perkins, Lot 1095, commented that a motion to put a chain across the Timber Lake beach would have been illegal. A motion can be made at the meeting but it is up to the Board at the August meeting to act on the motion.

Dorothy Nalepa, Lot 1133, stated that as a past Board Member and past Finance Committee Member, this Board is awesome and Vicky is doing an outstanding job. She doesn't feel people understand the amount of work that goes into the budget and collections of fees. She urged Members that may have a neighbor who isn't paying their fees to please do so. She also stated that Foreclosing on lots is not helpful and some 10 year ago the amount in the bank accounts was \$25,000.00 and now it is \$500,000.00 and she can't thank Vicky, the Board and the team enough.

Mike Klutz, Lot 613, offered a big thanks to Dawn Holzer for identifying oak wilt and following up for the trees to be take down on Lot 614 and to let people know that there is free firewood for anyone that wants it.

Jim Neal, Lot 1094, stated that a comment was made that the Board cannot do anything that is not in the C & R's. He stated he totally disagrees with that and has a copy of the lawsuit settlement and there isn't anything in the judgment that states that.

Jerry Bridges, Lot 296, states the Board needs to explore upgrading the sound system for this meeting because Members way in the back of the pavilion cannot hear what is going on.

Results of the 50/50 Drawing were given as follows:

There was a total of \$356.00 raised for a new piece of playground equipment to be purchased in the future. The winner of \$178.00 was Christine Glomb, Lot 630. The remainder \$178.00 will be reserved for the purchase of a new piece of playground equipment.

XI. Election:

At this time, President Bridges made a statement that when Members get their ballots, there are two Nominations from the Floor and if you want to vote for the Candidates nominated from the floor, you must write their name in on the ballot and check the box next to their name. Also, only two people can be voted for and the By-Law Amendment/Addition. The Nomination and Election Committee set up and voting was opened. Director Kevin Dombrowski explained the By-Law change to allow or not allow a Board Member or Committee Member to use the means of electronic telecommunications to attend a meeting.

There was a break in the meeting for the pig roast to be served and the Nomination/Election Committee to tally the ballots.

XII. Election Results:

Claudia Pelfery, Election Committee Chairperson gave the following election results:

Absentee Ballots sent: 102
Absentee Ballots received: 88
Absentee Ballots rejected: 1
Meeting Ballots issued: 110
Meeting Ballots counted: 102
Meeting Ballots rejected: 8

Total Nomination Results:

Dawn Holzer – 126 votes
Fred Witchell – 111 votes
Steve Bryant – 100 votes
Angela Bendell – 7 votes
Marty Perkins – 13 votes

By-Law Amendment/Addition:

Yes – 126 votes
No – 52 votes

President Bridges took this time to thank the Nomination/Teller Committee for their time. (Applause given by Members)

Final Election Results:

Dawn Holzer – 3-year term
Fred Witchell – 3-year term
By-Law Amendment/Addition: Passed

XIII. Adjournment:

(12) Kevin Dombrowski, Lot 1209, moves to adjourn the meeting at 2:59 pm, 2nd by Richard Allen, Lot 1208; motion carried.

XIV. Organization Meeting of Board:

Nominations for President:

Director Allen nominated Director Bridges
All Ayes

Nominations for 1st Vice President:

Director Allen nominated Director Pryde
All Ayes

Nominations for 2nd Vice President:

Director Allen nominated Director Dombrowski
All Ayes

Final Results:

Sharon Bridges – President
John Pryde – 1st Vice President
Kevin Dombrowski – 2nd Vice President

Submitted by,

Vicky McClusky, Secretary/Treasurer