

**White Birch Lakes
Board of Directors Meeting Minutes
November 13, 2021
(Meeting conducted through GoToMeeting.com and at the Clubhouse)**

I. Call to Order:

President Boos called the meeting to order at 10:01 am.

Board Members Present: President Boos; Directors Brandle, Heiden, Simons, Bryant, Cooley and Barnes also, Secretary/Treasurer Vicky McClusky and Jess Johnson, Maintenance

Board Members Attending by Teleconference/GoToMeeting: None

Board Members/Others Absent: None

Note: There were 9 Members listening to the meeting through GoToMeeting and approximately 16 Members in Attendance at the Clubhouse.

The Invocation was given by President Boos.

The Pledge of Allegiance was recited by all present and listening through GoToMeeting.

II. Additions to the Agenda:

New Business: Director Heiden – Events
Director Simons – Campers Left on Camping Lots
Director Simons – Unpaid Assessments

III. Special Guest:

Larry from Clare Computers was in attendance to speak with the Directors regarding better cell phone service in the Clubhouse and the Maintenance Building as well as better internet and GoToMeeting results in the Clubhouse. Larry suggested a unit called weBoost 200 for both the Clubhouse and the Maintenance Building with a cost of approximately \$1,700.00 per unit as the best results for better cell phone service. A tower would be needed at the Maintenance Building at an additional cost along with installation of around \$400.00 per installation. Larry stated that he has installed a few home versions of this unit in the Association and he hasn't had any phone calls regarding the units not working. He also stated that going with these units may eliminate the need for the satellite internet that we currently have if Members are using their phones for internet. When asked about a better setup for the GoToMeeting, he stated that GoToMeeting is one of the best on the market but with the satellite internet it is limited for quality. He also suggested that we look into signing up for Starlink and stated that if the Association can hold off for a few months, that is the way to go. Also, with Starlink, an internet booster/transmitter receiver/repeater; can be installed for the service to bounce the service from the Clubhouse to the Maintenance Building for around \$800.00.

IV. Approval of Minutes:

(1) Director Barnes moves to approve the minutes from the October Board Meeting as presented, 2nd by Director Heiden.

All Ayes, motion carried.

V. Secretary/Treasurer's Report:

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

2nd by Director Cooley.

All Ayes, motion carried.

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

All Ayes, motion carried.

VI. President's Report: President Boos reported the following:

“As probably most of you know, the Board has hired a Manager. Her name is Michelle Waters, she comes from Lake of the Pines. She will be here full-time November 22nd and has and will work a couple of days before then. Our Secretary/Treasurer, Vicky, will be leaving us December 6th. She has chosen a part-time position in her home town of Harrison. We wish her luck and thank her for many years of excellent service.”

“Just a reminder, now that hunting season is here, **hunting is prohibited in White Birch**. You can read the policy online that is dated 2013.”

“We want to thank the Activities Committee for all the past and future events. Our Annual Budget is \$500,000.00 of which Special Events is \$3,500.00. To date we have spent \$2,133.00.”

“The survey has been mailed out and are being returned. **Remember, it must be returned by December 3, 2021.** Please allow for mailing time.”

VII. Maintenance/MaintainX Reports: Jess reported the following:

“I am working on MaintainX. I am taking the tablet home and working on it from home to get it ready for our new Manager/Supervisor.”

“The gates are once again open due to technical problems and Van’t Hof will be out next week, hopefully, so we can sit down and figure out what’s going on with the gate.” Director Simons stated that we want to make sure that Van’t Hof is clear we want our gates fixed properly and not band aided. They need to be fixed permanently so we don’t keep having this issue. Jess stated that the last two times they were here, they didn’t let anyone know they were here and that this time, Maintenance will be there so questions can be asked. Director Bryant asked if Van’t Hof had indicated what was causing the issues. Jess explained that the first time, they had to replace something called “encoder ape kit” so we were charged but the second time they claimed the problem was under warranty and didn’t charge us anything.

“I am handing out a “nice” picture of the dump station where someone dumped after it was locked up. Because of where the campers are parked for winter storage, the cameras do not show that area so we couldn’t see who had done this. The picture was taken November 8th.” Director Simons asked why the dump station is locked up and Jess explained that water is needed to completely flush the system and the lines freeze up when the temperatures drop. Director Bryant suggested that a sign be put up right at the dump station when it is locked up so hopefully no one will use it.

“This year unfortunately we will not be getting fish delivered due to the fact that they are not of good quality per Stoney Creek. They didn’t want us to waste a bunch of money on fish that are not going to survive. A delivery will be looked at in the spring.”

Note: The letter from Stoney Creek will be published on Facebook for Members to read.

Director Bryant thanked Maintenance for all the efforts that are over and beyond their job and that he appreciates all they are doing.

Director Simons asked about the pile of dirt that is being placed by Holiday Lake and if Members can take some of that if they so wish. Jess stated that it is being built up to use wherever they may need to fill in on the roads and/or the drive to the Old Maintenance Building area but that Members can take some of it if they want.

VIII. Committee Reports:

EPC Committee: Marty Perkins, Chairperson, reported that he would like to say that all Members pulled their trailers off the lots on time but there are still 19 trailers on lots as of today. Four are enclosed cargo trailers, and one is a tent. That leaves 14 trailers still on lots. He also commented that of those that did remove their units, they did a great job of cleaning up their lots. He stated he will get with Vicky to get names and telephone numbers so he can contact the Members personally before letters are sent out. There were a lot of tree removals, a couple of driveways and one house on Red Fox Run is being taken out and a new house will be going back in. Director Simons stated that if there are hardship circumstances by Members that have not removed their trailers, to look at that first but if the violations continue, EPC be permitted to proceed with the process of registered letters and involve the Township if needed. Marty was directed to report to the Board with his findings and it would be taken from there. Vicky stated there are still a few sites left for Winter Storage if there is anyone that needs a site and the Clubhouse Attendants have that list with the sizes that will fit in the sites.

Election Committee: Marty Perkins reported that the Election Committee made a few changes to the Absentee Ballot Application and the Election Policy which will be presented later in the meeting for Board Approval.

C & R and By-Laws Committee: Tim Vajcner presented the Board with a handout listing three items that the Committee is asking the Board to look at before they proceed working on to see if the Board would support possible changes in the C & R’s. 1. Start camping season May 1st; 2. Allow temporary storage structures during the camping season; and 3. Allow small temporary hard sided structures during the camping season. After discussion, the entire Board offered full support for the Committee to work on these three issues pending the Township Board making changes in their Ordinances.

Activities Committee: Director Heiden reported October 9th there was a painting class at the Clubhouse that 9 people attended. Many have asked if it can be done again so there may be another class planned. October 23rd there was a Halloween event. Andrea Shearer and Holly Brown did an amazing job planning that event. There were 43 people participating in the Scavenger Hunt, 33 people came to pass out candy and about 35 Trunk or Treaters. The food truck didn’t cost the Committee anything because the sales were above what they had agreed on. Thanksgiving Dinner will be November 20th from 4 to 6 pm. There is a sign-up sheet on the bulletin board in the Clubhouse. Please sign up so they will know how many will be attending and what dish you will be bringing. The Christmas Party will be December 11th from 3 to 5 pm. Bingo will be the same day from 5:30 to 7:30 pm. Also, Bingo is from 3 to 5 pm today. The food truck Owner stated he will come back anytime we want because the sales were greater than his other truck which was parked on the same day at the CMU pre-game. Director Bryant stated that past practice is for the activities to be mentioned and approved by the Board ahead of time. Director Heiden answered that he has been contacted about the activities ahead of time and because the cost was below \$500.00, he didn’t realize that was common practice. Vicky also commented that if the activities are presented at the Board meeting the month before, notices can be posted on the bulletin boards, website and in the Birch Bark ahead of time so Members know what is coming up. Also, it was mentioned that the Committee check the calendar in the Clubhouse to make sure dates are not already reserved by Members or other events.

Safety Committee: Steve Biechele reported the Committee will put together a list of items they would like to work on and get to the Liaison for reporting.

Campground Committee: Kevin Dombrowski reported as of today there are about 8 or 9 people utilizing their campers on their storage sites and the condition of the Campground looks great. He stated he did a quick survey through both storage and the Campground, and nothing seems amiss. Kevin plans on doing some measuring of sites and will get a copy of the sheets that Fred did showing the sizes of the sites so he doesn’t duplicate what has already been done. Director Bryant stated that in the future, Members not be assigned bigger sites than they need for their units. It was stated that this was already done this year but some Members don’t always park where they should and then everything gets messed up. Jess stated that next year better organization needs to be done and Members need to park where they are assigned. Jess also

stated that some campers were not parked correctly because the lines were not clear and this was due to the rain and not Fred's fault. Director Bryant also stated that next year the policy needs to be changed to only allow campers/trailers and not everything else so more spaces are available to fit the sizes of campers/trailers.

Policy & Procedures Committee: Director Cooley stated that he wasn't aware that there are policies regarding storage and steps that need to be taken. Jenny Baker stated that each Committee Member has a group of policies to review and the biggest thing that she is finding is there are not clear steps listed and it is kind of ambiguous so who knows what to do. She believes there needs to be steps so, just heads up, there are policies but they aren't clear. Director Bryant stated he would like to work with her on the Storage policies.

Technology Committee: Director Heiden reported that the Committee had their meeting and a couple more Members were added which is nice. Cell phone boosters were discussed. Two-way radios were talked about but he hasn't had a chance to talk to anyone yet instead of cell phone boosters for Maintenance and the Supervisor. The price is around \$10,000.00. That would be for a complete system with radios, repeaters, SCC license, etc. That was just from one company. He was told that Motorola has radios that work from Verizon towers. Test radios can be brought in to see if they will work. Starlink is being looked at. One of the Committee Members, Ben, has contacted a Clare County person who is in charge of the communications for the Clare County. We are also looking into some sort of electronic voting for the Annual Meetings. Director Bryant stated he has a couple of hand-held radios he will bring in for Maintenance to test for the trucks.

A short break was taken at this time.

IX. Comments from the Floor:

1. Dawn Holzer, Lot 1103, stated that voting on C & R changes isn't done at an Annual Meeting. The Annual Meeting is for By-Law changes. A vote can be scheduled at any time for C & R changes, done by mail and you have to have 50 percent plus 1 of all Members to make any changes.

2. Phil Blaisdell, Lot 225, stated in regards to EPC procedures, that it starts at one level and then moves to the next level and if that doesn't happen within the Association, it is sent off to the Township. In some cases, you are up against a time frame. People are very savvy and very intelligent in the Community to a point that if you allow things to go on too long, it takes care of itself however you spend so much time trying to get compliance that Members become wise to it and then you have more problems.

3. Marney Frank, Lot 227, mentioned that at one point the Election Committee bumped Coffee Talk and anything that is already on the calendar shouldn't be bumped. She stated that Vicky just told her a few minutes ago that it got resolved. This happened last year and the Committee wasn't very nice and came in and said, 'hey you got to leave'. All rentals, activities, everything needs to be on that calendar and they can't be bumped. Also, when Activities are having DJ's, she as the Activity Chair here has had events with free DJ's and there are a lot of people who will step up and do things for free. Steve Brandle and Dick Hassberger have done a lot of things, I have done a lot and we didn't expect to be paid. We did it so White Birch can flourish and for the good of White Birch and the good of the people. If you have money to pay DJ's then you ought to be paying for the doughnuts for Coffee Talk.

4. Kevin Dombrowski, Lot 1209, stated he wants to apologize ahead of time but he has some things he wants to throw out regarding the budget. He understands we have about a \$16,000.00 short fall and he understands that there is going to be consideration for Campground Storage fees and camping fee increases. He stated he disagrees with the Campground and Storage fees being increased. We generated \$20,000.00 this past year in Campground fees and Storage fees, which he was kind of shocked at that number. Dawn did some homework on what it has cost since January in electricity and the cost of electricity daily is \$5.69 for that Campground, not per person to camp there, but for the entire Campground. I did the math and it costs approximately \$2.60 to run a 1350-watt heater for 24 hours. The numbers don't lie. The land that we use doesn't cost us anything except maintenance to cut the grass and so forth and property tax. Speaking of property taxes, we just had a \$50.00 Assessment increase a couple of years ago and we are already looking at a \$16,000.00 short fall. Things cost more and things are more expensive but the cost of electricity doesn't change like the price of propane is going to. All he is asking is moderation. There are some ideas floating around to generate more money. We all talked about accessory storage. There is an opportunity to create more money. If we have a short fall then why don't we create more storage space. That is the biggest bang for your buck. The Campground is an amenity. We don't have any other amenities that are generating \$20,000.00. Now you want to ask to generate more, triple the camping fee and double the storage fees. Why not find another way to find money. It's too easy to just say, Boom, let's take more money out of the Campground. He stated this may sound ridiculous, and he doesn't agree with this statement, but start charging people to use the pool. It has the same sentiment as what we are doing to the Campground. I think it is ridiculous to charge people more to use the Campground as well. He is just asking the Board to look at this closely and there are some considerations here that they may or may not have taken and he's not trying to be hostile here but how many people on the Board use that storage?

X. Unfinished Business:

In regards to the Agenda item of "Update Re: Common Property Taxes Court Docket", Vicky reported that the only update was the Summary of Prehearing Conference Scheduling Order and it appears a video conference hearing date has been scheduled for January 19, 20, 21, 2021.

In regards to the Agenda item of "Further Maintenance Office Discussion", Jess stated no bids have been gained. This item will be brought back to the December meeting.

*(4) Director Simons moves to approve up to \$6,000.00 for a Road Grader Maintenance Program to be completed by AIS Construction Equipment Corp., 2nd by Director Heiden.
All Ayes, motion carried.*

In regards to the Agenda item of “Cell Phone Signal Booster for Clubhouse & Maintenance Discussion”, this item was discussed earlier in the meeting and will be brought back to the December meeting for further discussion.

In regards to the Agenda item of “Baseboard Covers for Pool & Bathroom Areas at Clubhouse Discussion”, there was only one bid received so far. Director Heiden will gain two additional bids.

*(5) Director Heiden moves to approve up to \$4,000.00 for the purchase and installation of new baseboard covers for the Pool & Bathroom area heaters at the Clubhouse, 2nd by Director Barnes.
All Ayes, motion carried.*

*(6) Director Heiden moves to set up an account with Starlink and pay the \$99.00 deposit to be put on the waiting list, 2nd by Director Bryant.
All Ayes, motion carried.*

In regards to the email from a Member that was forwarded from the EPC Committee regarding the house inside the Entrance Gate, Director Cooley stated he sent the Member’s email to Deb Trim, Ordinance Officer for Lincoln Township, and she considered the issue resolved. He also emailed the Member with Ms. Trim’s findings. Director Cooley stated he will follow up with Deb Trim again to see if anything more can be done and report his findings at the December meeting.

*(7) Director Simons moves to get on the list with Clare County Conservation to be sprayed in 2022 for Gypsy Moths with discussion at a later date of how to pay, if necessary, 2nd by Director Cooley.
All Ayes, motion carried.*

At this time, Vicky discussed the issue with the logos on the Corn Hole Boards. The Board’s decision is for Vicky to request a refund for the amount of money that was paid for the logos and the logos will be taken off the boards.

XI. New Business:

*(8) Director Simons moves to have our Attorney, Paul Blanco, draft a letter regarding Short-Term Rentals of properties for the Board to review, 2nd by Director Heiden.
Ayes – President Boos and Directors Heiden, Brandle, Simons, Cooley and Bryant
Nays – Director Barnes
Motion carried.*

*(9) Director Simons moves to approve the quote from Sargent Docks and Terminal for the 2021-22 Winter Salt purchase, 2nd by Director Cooley.
All Ayes, motion carried.*

*(10) Director Barnes moves to purchase a Gift Card in the amount of \$100.00 for each employee that is employed as of 11-13-21, 2nd by Director Heiden.
All Ayes, motion carried.*

In regards to the Agenda item of “December through March Board Meeting Time Change”, the Board’s decision is for the starting time of each meeting to remain at 10 AM.

In regards to the Agenda item of “2022-23 Budget Draft Review”, some line-item amounts were discussed and revised. The Board directed the Budget Committee to revise the 2022-23 Budget per discussion and bring the revised draft back to the December meeting for approval.

*(11) Director Heiden moves to approve up to \$2,000.00 for a 2-stage air compressor and 2 drills to be purchased by Maintenance as their wish list items, 2nd by Director Cooley.
All Ayes, motion carried.*

*(12) Director Brandle moves to approve the 2022 Application for Absentee Ballot and the Election Policy as presented by the Election Committee with the revisions discussed, 2nd by Director Bryant.
All Ayes, motion carried.*

In regards to the Agenda item of “Tree Removal at Holiday Lake”, Director Brandle will acquire bids and email the Directors for an approval with any motion to be ratified at the December meeting.

In regards to the Agenda item of “Survey Counting”, Director Cooley stated he will assemble volunteers to count the “two campers on ¾ acre lots survey” that is being returned and the date and time will be posted for Members who would like to attend and oversee the count.

Director Bryant mentioned that he has been asked why some Members received an envelope marked with a red URGENT stamp, some received an envelope marked with a green White Birch Lakes stamp which was donated by Marie Sherry and some received envelopes marked with the word Urgent hand-written for the mailed survey. Vicky was allowed to answer this question and stated that the red URGENT stamp ran out of ink and she didn’t have any red ink to refill it and when she tried to open the stamp, it broke. The green White Birch Lakes stamp was supplied as a replacement.

There were 849 envelopes to prepare. To alleviate time, and as the green ink stamp was also running out of ink, there were enough volunteers to help with the mailing so more than one person was preparing the envelopes so someone also was hand writing the word Urgent. The labels print out in Lot number order from 1 to 1381. Director Heiden stated more than one person was placing the labels on envelopes so the stack of labels was split between those people. The labels print out in a mixture of Members who own improved lots with homes and Members who own vacant lots on the pages. They are not divided. Director Bryant stated that he was told Members felt there was a conspiracy going on and only campers got the envelopes with the word Urgent hand-written and home-owners got the green stamp. Director Heiden also stated that he feels it is shame that anything has to be printed on the envelope for people to open them and if you don't open your mail then shame on you.

*(13) Director Cooley moves to approve the posted dates for the Thanksgiving Dinner and November Bingo with the cost for both events to be \$310.00, 2nd by Director Heiden.
All Ayes, motion carried.*

In regards to the added Agenda item of "Campers Left on Camping Lots", this item was discussed earlier in the meeting. No further discussion was done at this time.

In regards to the added Agenda item of "Unpaid Assessments", the 4 lots that are shown in the records as Development Lots was discussed and further information will be brought to the December meeting.

XII. Additional Comments from the Floor:

1. Marney Frank, Lot 227, stated earlier this morning she was never answered about coffee talk where everyone has been paying \$1.00 for a doughnut the whole time. Technically it is an activity of White Birch. She stated she had 26 people sign a letter that she brought in this morning and Vicky also had a copy. Marney stated they would like to have White Birch pay for the doughnuts as well. They usually spend around \$10.00 a week for the doughnuts. **NOTE:** President Boos stated this issue will be turned over the Activity Committee for their consideration.

2. Bob Cooley, Lot 419, stated he didn't know that coffee talk on Fridays was an activity. He thought it was some kind of a meeting or something.

*(14) Director Simons moves to adjourn the meeting to Closed Session for Employee Matters at 2:20 pm, 2nd by Director Cooley.
All Ayes, motion carried.*

XIII. Closed Session:

There were a couple of Employee matters discussed with no motions made.

President Boos adjourned the meeting at 2:50 pm.

Submitted by,

Vicky McClusky, Secretary/Treasurer