

White Birch Lakes
Board of Directors Meeting Minutes
August 8, 2015

I. Call to Order:

President Bridges called the meeting to order at 10:04 a.m.

Board Members present: President Bridges, Directors Pryde, Bryant, Allen, Witchell and Holzer; also Secretary/Treasurer McClusky and Supervisor VanBennekom.

Board Members Absent: Director K. Dombrowski excused.

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

Fall, Winter, and Spring Swimming Pool Hours

Activity Expense Requests

III. Approval of Minutes:

(1) Director Holzer moves to approve the June 13, 2015 meeting minutes, 2nd by Director Witchell.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

(2) Director Allen moves to approve the financial reports for June 2015 as presented, subject to the Auditor's approval, 2nd by Director Pryde.

All ayes, motion carried.

(3) Director Allen moves to approve the financial reports for July 2015 as presented, subject to the Auditor's approval, 2nd by Director Bryant.

All ayes, motion carried.

(4) Director Witchell moves to pay the bills for August 2015 as presented, 2nd by Director Allen.

All ayes, motion carried.

V. President's Report:

President Bridges reported the following:

"I would like to thank those that were at the July Annual Members meeting. We had to work to get a quorum. This meeting is your opportunity to meet with other Members and express your wishes to the Board. Your input helps the Board to manage this Association. Because we had such a good turn out last year we were planning on more people for the good meal that was served."

"WBLRA is YOUR community and the Association depends on you to get involved in all our committees. The committees are what keep this Association with valid amenities for all current Members and to attract new Members. YOUR involvement will keep it great for generations to come. We have many new Members who have come into our community because they liked what they saw. In order to keep WBLRA alive we NEED your involvement."

"This Board has taken WBLRA in a different direction. For years it was managed on a crisis basis. We are managing our 1.7 million dollar assets in a pro-active way. This is evidenced by the work that already has been done to the Clubhouse and Bathhouse at the Campground, to mention a few areas

updated in the past year. We will manage upon a business model and we have an ongoing Master Plan as a guide.”

“We thank all those who have been involved in the past and are involved in participating in the committee work for the enjoyment of all.”

VI. Supervisor’s Report:

Alice reported the following:

“It seems incredible that we are into August already, it seems like summer just started. We are all very lucky that the recent storms missed us. Our neighbors to the north weren’t quite so fortunate.”

“The July meeting and election was a great success. Thank you to those Members who helped us achieve our necessary quorum to continue the meeting and hold the election.”

“I would also like to welcome our newest Director, Fred Witchell, to the Board. His predecessor, Bill Dombrowski, will definitely be missed. Congratulations also to Kevin Dombrowski and John Pryde for their reelection to the Board. The election is the one true time throughout the year where the Members voices can be heard. We would hope and encourage all members to participate in that process.”

“I have been busy with winter storage reservations since the Court of Appeals decision about campers needing to be removed from lots as of October 31st. If you haven’t reserved your previous reservation, you have until August 14th to do so. If you don’t have a site, I highly recommend you make your reservation as soon as possible. I anticipate we will run out of sites in the Campground before we run out of Members requesting storage.”

“I would like to thank the Members who have campers in the storage area for getting them moved out for our August cleanup. I am pleased to report that all campers were moved out by the deadline as required. You can move your camper back in after August 15th but please be sure to renew your storage spot before you do that.”

“I would also like to thank a couple of special Members, Sharon Kuester for her donation to the Clubhouse coffee fund and Glenda Wells and Ryan Maize for volunteering to help clean the brush and bushes along the road and trail to Angel Beach. Your help is very much appreciated.”

“We have new committee sign-up sheets posted on the bulletin board. If you are interested in getting involved, this is a great way to start. Please be sure and sign up because we need YOUR help.”

“Jeff and Tom in Maintenance have started clearing the easements of trees and brush again. As stated, this is going to be an ongoing project for many, many years. They work on it as their tasks and schedules permit. Jeff is also going to be getting the roads prepped and ready for our final brine of the year which is scheduled at the end of the month”

“I would like to acknowledge our employees for the great jobs they do for us here. Bob in Safety; Claudia in the Campground; Jeff and Tom in Maintenance; and Pamala and Shaina here in the Clubhouse.”

VII. Committee Reports:

Safety: Bob Pelfery reported the following:

There hasn’t been a lot going on except there are still a lot of people he has to stop and ask them to please stop at the stop signs. He would like to see a notice in the Birch Bark to inform people that they need to obey the signs. Director Pryde asked if something could be done to slow FedEx down. Director Holzer stated UPS is the same way. Director Allen also stated something needs to be posted about crossing private property by the pipeline area because some are not aware that it is private property. Director Allen also commented on how nice the bathrooms in the Bathhouse at the Campground are kept and thanked Bob and Claudia for the job they do. Claudia stated that she has encountered a couple of people washing their dogs in the showers. President Bridges asked Alice to please put a sign on the doors that no dogs are allowed in the bathrooms unless they are service dogs.

EPC Committee: President Bridges gave the following report for Jerry Bridges:

Complaints: 1

C & R Violation (Letter sent to Lot Owner): 1

Lot Improvements:

Tree Removals: 1

Fences: 1

Docks: 1

Structures:

Accessory Building/Garages: 1

Accessory Building/Garage Renewal: 1

Turned Over to WBL Attorney: 1

Total EPC Activities and Permits: 8

At this time, Director Holzer informed Members that the Postal distribution center in Saginaw has been closed and now the mail goes to Detroit and back. She also stated that she talked to the Farwell Post Office and if you tell them your mail is addressed to Farwell, they will process it there and not send it to Detroit. Dawn also stated there was a wedding at Angel Beach and the reception was here in the Clubhouse. Also, there will be garage sale from 9 to 5 on September 5th. There is a sign up sheet on the bulletin board if you are interested in participating.

Campground Committee: Fred Witchell reported the following:

After the last committee meeting some people came up and volunteered to do some things. There is a whole family that is going to paint the structure and swing set in the kids area at the Campground. Fred stated the paint and supplies will be purchased for them to do so. President Bridges asked Fred if the fencing could be extended around the playground further so people cannot go through there with ATV's. Fred stated that he has put signs up for Members not to be driving through there but the signs are tore down almost as quick as he can put them up. He will look into at least putting a fence around this area.

Election Committee:

Vicky reported that wording for the By-Law Amendment in regards to what will take place if there is a "tie" for the last available seat has been prepared for the Election Committee to look over and present to the Board. Members spoke up and said the exact wording from the ballot would have to be placed in the By-Laws.

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

NOTE: One comment from the floor was in regards to President Bridges statement in her President's report at the Annual Members Meeting regarding "the cutoff date of July 31st to August 14th" should have been explained as to what this was pertaining to. President Bridges stated this cutoff date extension is in regards to storage renewal reservations.

IX. ManagerPlus Report:

Alice went over the June and July ManagerPlus reports and explained some maintenance items that need attention or repairs that need to be done. Dates were set up with the Board's help to get the items taken care of.

X. Unfinished Business:

President Bridges and Alice reported the following in regards to Ongoing Clubhouse Repairs:

A “ball park estimate” from Byler Builders was presented and explained to the Board in regards to the exterior walls of the Clubhouse for repairs and/or replacement of the deteriorating wood. After discussion of what the Board would like to have bids on, Alice was asked to have Byler Builders revise their bid and get 2 additional comparable bids.

*(5) Director Bryant moves to authorize overage of the yearly brine budget amount not to exceed \$2,000.00 for a third brine to be done, 2nd by Director Allen.
All ayes, motion carried.*

XI. New Business:

At this time, President Bridges appointed the following new Board Members in regards to the results from the Annual Election as follows: John Pryde, Kevin Dombrowski and Fred Witchell.

President Bridges appointed the following for 2015-16 Committee Members and Liaisons:

C & R and Bylaw Committee: Al Isaac, Chairperson; Mary Cox-Perkins; Anne Hobart and Director Pryde as Liaison.

Campground Committee: Fred Witchell, Chairperson; Directors Allen and K. Dombrowski as Liaisons.

Finance Committee: Dawn Holzer, Chairperson and Director Bryant as Liaison.

EPC Committee: Jerry Bridges, Chairperson; Jim Neal, Chick Witchell and Director Holzer as Liaison.

Conservation and Grounds Committee: Al Isaac and Carolyn Neal: Director Holzer as Liaison. No Chairperson has been named at this time.

Election Committee: Pat Graham, Chairperson; Claudia Pelfery as Co-Chairperson; Jeanne Briggs; Phyllis Willoughby and Director Holzer as Liaison.

President Bridges stated that the Committee Sign-up Sheets would be placed back on the bulletin board and urged additional Members to volunteer.

At this time, President Bridges appointed Director Holzer to be the Liaison for the Real Estate sales transactions of White Birch Lake owned properties.

*(6) Director Holzer moves to transfer the annual audit surplus amount of \$11,933.00 from the Isabella Money Market Account to the Capital Improvement Account at Mercantile Bank, 2nd by Director Witchell.
All ayes, motion carried.*

*(7) Director Holzer moves to rename Acct. 024 Leasehold Improvements to Capital Improvement Assets per Auditor recommendations, 2nd by Director Pryde.
All ayes, motion carried.*

(8) Director Allen moves to accept Coyne Oil Corporations bid for the 2015-16 season for propane per the following pricing, 2nd by Director Holzer.

Association: \$1.249 per gallon if paid within 8 days

Members: \$1.449 per gallon pre-buy

\$1.499 per gallon if paid within 8 days

\$1.199 per gallon first fill for new clients

All prices above are based on gallons contracted.

All ayes, motion carried.

(9) Director Witchell moves to purchase the GacoRoof seal coating and materials from Seiter Brothers Lumber in an amount not to exceed \$1,000.00 for sealing the valleys of the roof on the Clubhouse, 2nd by Director Allen.
All ayes, motion carried.

President Bridges asked Alice to get bids on the application of the seal coating if Maintenance doesn't have time.

(10) Director Witchell moves that Members will be considered in contempt of the Court Order and further action will be taken accordingly if campers are not removed from lots as of October 31st, 2nd by Director Allen.
All ayes, motion carried.

In regards to record retention, Director Pryde explained he is looking into getting a scanner to allow for retention of all records so information when needed will be available without having to go through boxes or file drawers. He will investigate and provide more information and pricing at the next meeting. Alice added that as part of this issue and possible upgrade to the computers that the lap top has been set up with passwords.

The agenda item of ATV for Maintenance was taken off the agenda at this time due to the fact that the item being considered was sold.

(11) President Bridges moves to approve up to \$50.00 in expenses for the Garden Club Meeting on August 20th, 2nd by Director Witchell.
All ayes, motion carried.

(12) President Bridges moves to approve up to \$100.00 in expenses for the October Plant Exchange, 2nd by Director Allen.
All ayes, motion carried.

(13) President Bridges moves to approve up to \$50.00 for the purchase of Audio Water Aerobic CD's or tapes, 2nd by Director Witchell.
All ayes, motion carried.

(14) Director Holzer moves for the fall, winter and spring Clubhouse and swimming pool hours to be set per the Supervisor's recommendation and posted on bulletin boards, website and Birch Barks accordingly, 2nd by Director Witchell.
All ayes, motion carried.

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

(15) Director Witchell moves to adjourn the meeting at 1:35 pm to closed session, 2nd by Director Pryde.
All ayes, motion carried.

XIII. Closed Session:

1. Two legal matters were discussed.

(16) President Bridges moves that Lot 113 is no longer for sale, 2nd by Director Pryde.
All ayes, motion carried.

*(17) President Bridges moves to pay the current taxes of Lot 113, 2nd by Director Allen. Roll call vote,
Ayes – Directors Allen, Pryde, Holzer and Witchell
Nays – Director Bryant
Motion carried.*

2. Account collections were discussed with no motions made.

At this time the Board returned to regular session

*(18) Director Witchell moves to ratify the above motions made in closed session, 2nd by Director Pryde.
All ayes, motion carried*

XIV. Adjournment:

Meeting was adjourned at 2:55 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky
Secretary/Treasurer