

White Birch Lakes  
Board of Directors Meeting Minutes  
August 13, 2016

**I. Call to Order:**

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

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

Absent: Supervisor Lubs

Invocation: Dawn Holzer

The Pledge of Allegiance was recited by all present.

**II. Additions to the Agenda:**

**New Business:**

Director Pryde: Master Plan

**III. Approval of Minutes:**

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

*All Ayes, motion carried.*

**IV. Income Statements-Treasurer Reports:**

*(2) Director Dombrowski moves to approve the financial reports for June as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Allen.*

*All Ayes, motion carried.*

*(3) Director Holzer moves to approve the financial reports for July as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Dombrowski.*

*All Ayes, motion carried.*

*(4) Director Allen moves to pay the bills for August as presented, 2<sup>nd</sup> by Director Bryant.*

*All Ayes, motion carried.*

**V. President's Report:**

President Bridges reported the following:

“After the Annual Meeting all Committees fall to the floor and new Committees need to be formed. There are sign-up sheets in the Clubhouse for volunteers to put their names under a Committee that they are interested in. I would like to thank ALL our volunteers for giving of their time over the past year. This does not take a lot of time, however, it does offer you an opportunity to participate in the fun at White Birch. We have many new Members and we would love to see you get involved. This is YOUR Association and for it to survive for your children, Members need to get involved. Please take a moment to look at the Committees and sign up.”

“I should have done this earlier but I would like to welcome Frank Getz in being a Member of the Board.” (Applause was given by all present)

“I apologize for my goof.”

## **VI. Supervisor's Report:**

President Bridges states that Scott had approval for time off so she read the following Supervisor's Report:

"August is upon us and sadly it brings us back to mentioning fall based activities such as leaf and tree debris as well as winter storage."

"We are attempting to coordinate with our current brining provider for a date to continue brining. Please be patient as the roads are the same everywhere in our area and we will make every effort to insure our dust control continues to be a first priority."

"If Members could please take a second of their time to turn brush with cut end of branches pointing out of the burn pile, this makes it more efficient for our Maintenance team to load the chipper. Please continue placing your leaf litter on or near the compost pile and not in the brush pile. Again, we would like to emphasize that this is for BRUSH ONLY and not for tree stumps or logs as obviously those do not chip. Our goal is to chip the brush pile in lieu of burning."

"Please be sure to reserve your Winter Storage for the year. Don't assume it's still yours as we are past the July 31<sup>st</sup> deadline for reservations. Believe it or not, October 31<sup>st</sup> is looming on the horizon, so please don't wait. As always you must be a "Member in Good Standing" to reserve these storage spots."

"We have eliminated a section of Winter Storage that had space for smaller units in order to allow for larger camping units. Please contact us as soon as you can for more information on Winter Storage."

"Our Maintenance team recently finished installing an ADA Standard sized toilet in our Women's changing room in the Clubhouse to continue to meet our Members needs and requests as they are received. Please don't hesitate to make your observations heard as we will receive them with open minds and hearts. We will make every honest attempt to research and in cases act appropriately upon those changes whenever possible."

"WASTE NOT, WANT NOT. If you intend on keeping fish for a meal that's fantastic, but if not, please throw them back for someone else to catch. Our Maintenance team has found evidence of discarded piles of fish in the Old Maintenance Area and floating on or near the shores of our lakes. Please make your decision quickly as fish kept in buckets or on stringers may look healthy leaving but can just as quickly expire especially in warmer weather."

"Our many thanks to Sherry Garver for her donation of pool goodies for the kiddies to include dive rings and swimming goggles. Also, thanks to the Wilsons for their volunteer time painting in the Campground and finding lost kayak paddles, and insuring this Supervisor keeps a fresh pot of Joe brewing at all times."

"Our many thanks to all our employees for taking care of this Association and its Members."

## **VII. Committee Reports:**

At this time, Director Holzer thanked Chris Bailey for helping Steve Bryant at the Annual Meeting while giving away prizes. She also thanked Sandy Getz for working hard to keep coffee and doughnuts flowing at the Annual Meeting.

**EPC Committee:** Chick Witchell reported the following:

There were 7 tree removal, 1 camp site, 1 contiguous lot status, and 1 Deck request. Chick also asked the Board for their help with enforcement when she has to send letters. The Board advised Chick to let the Supervisor know when the violations are not being taken care of by Members and also to present the Board with the letters so they can be revised if necessary for better enforcement.

**Campground Committee:** Fred Witchell stated that the Supervisor has already stated that Winter Storage needs to be reserved as soon as possible. He also stated that next year the Storage sites will be

numbered different to clear up confusion with the current numbering system for Members as well as companies that are hired to move campers for the Members. President Bridges stated she would ask Scott to blow up the Campground Map for better viewing and identification of where the sites are.

At this time, Fred also stated that he will be looking at replacement dock options for Holiday Lake as soon as pricing and availability are obtainable.

Director Dombrowski asked Fred about the two campers that are still in the Storage area. Fred stated Scott is working on getting those taken care of.

**Activities:** Carolyn Neal stated the Plant Exchange will be October 1<sup>st</sup> at 1 pm.

**Policy & Procedure Committee:** Carolyn Neal asked the Board if there are any changes to the procedure she presented to the Board and the Board gave her permission to proceed as planned.

Director Holzer stated the Garage/Yard Sale will be September 3<sup>rd</sup> from 9 am to 5 pm. There is a sign-up sheet on the bulletin board in the Clubhouse.

**Safety:** Bob Pelfery stated the roads were torn up last weekend and wishes Members would respect the roads for everyone involved.

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

**IX. ManagerPlus Report:**

The Directors each had copies of Work Orders that are only items that still remain open awaiting additional attention in regards to the pickup bed, the gate, etc. No new reports were presented.

**X. Unfinished Business:**

**Ongoing Clubhouse Repairs:**

*(5) Director Bryant moves to negotiate with Harsh General Building, Inc. to go over the contract for the exterior Clubhouse renovation, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

President Bridges appointed Director Bryant to head a committee to meet with Harsh General Building, Inc. and the Supervisor will be directed to notify Harsh General Building, Inc. that this will be happening.

*(6) Director Bryant moves to approve additional money if needed for the 3<sup>rd</sup> road brine, 2<sup>nd</sup> by Director Holzer.  
All Ayes, motion carried.*

*(7) Director Dombrowski moves to table the Holiday Lake Dock Replacement Agenda item, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

President Bridges stated that the twice a week pickup of trash is working for now in regards to the Agenda item of "Excessive Trash Solutions".

(8) *President Bridges moves to purchase a Portable Sign for advertising with the total amount to be no more than \$500.00 including letters, tax and freight, 2<sup>nd</sup> by Director Bryant. Roll call vote, Ayes – Directors Bryant, Pryde, Dombrowski, Allen and President Bridges. Nays – Directors Holzer and Getz. Motion carried.*

## **XI. New Business:**

At this time President Bridges appointed Richard Allen, Frank Getz and herself as Members of the Board from the Election at the Annual Meeting.

President Bridges stated that the Appointment of Committees would be tabled until the next meeting to allow Members to sign up.

(9) *Director Pryde moves to ratify the email vote to accept Dallas Shull Excavating's bid for \$2,500.00 to bury the brush and stumps at the Old Maintenance Building area with the funds to be taken from the Capital Improvement Fund, 2<sup>nd</sup> by Director Dombrowski. All Ayes, motion carried.*

(10) *Director Holzer moves to schedule the Fall Garage/Yard Sale for Saturday, September 3<sup>rd</sup> from 9 am to 5 pm, 2<sup>nd</sup> by Director Allen. All Ayes, motion carried.*

(11) *Director Holzer moves to transfer the 2015-16 Annual Audit surplus amount of \$27,481.00 from the Isabella Bank Money Market Account to the Capital Improvement Fund at Mercantile Bank, 2<sup>nd</sup> by Director Bryant. All Ayes, motion carried.*

(12) *Director Bryant moves to accept the bid from Blue Flame Propane for the 2016-17 season for propane at a price of \$.799/gallon for the first fill and locked in at \$.999/gallon thereafter until June 30, 2017, 2<sup>nd</sup> by Director Holzer. All Ayes, motion carried.*

**NOTE: Pricing above is the same for Members. If interested, please contact Joe McCaslin at Blue Flame. His telephone number is (989) 339-4110.**

(13) *Director Pryde moves to send Members a letter, and post in the August Birch Bark, that unless Members notify the Secretary (Vicky) by mail or telephone by October 31<sup>st</sup>, 2016 that they wish to receive the Birch Bark by mail, the mailing of Birch Barks will be discontinued, 2<sup>nd</sup> by Director Getz. Roll call vote, Ayes – Directors Bryant, Pryde, Holzer, Getz, Allen and President Bridges. Nays – Director Dombrowski. Motion carried.*

(14) *Director Getz moves that all required legal and mailing notifications will be sent by U.S. mail to adhere to the Covenants and Restrictions, 2<sup>nd</sup> by Director Dombrowski. Roll call vote, Ayes – Directors Bryant, Pryde, Dombrowski, Holzer, Getz, Allen and President Bridges. Nays – None. Motion carried.*

Direction will be given to the Supervisor to follow the motion made at the Annual Meeting for the Campground Tree Removal issue.

*(15) Director Bryant moves to approve the Fall and Winter Clubhouse/Pool Hours as presented, 2<sup>nd</sup> by Director Getz.  
All Ayes, motion carried.*

In regards to the Agenda item of “Master Plan”, Director Pryde will send a Master Plan draft to all Board Members to review and further discuss at the next meeting.

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

*(16) Director Holzer moves to adjourn the regular meeting at 12:35 pm to Closed Session, 2<sup>nd</sup> by Director Dombrowski.  
All Ayes, motion carried.*

**XIII. Closed Session:**

A financial type matter was discussed with no motion made.

**XIV. Adjournment:**

Meeting was adjourned at 1:40 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky  
Secretary/Treasurer