

White Birch Lakes
Board of Directors Meeting Minutes
January 10, 2015

I. Call to Order:

President Bridges called the meeting to order at 11:05 a.m.

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

Board Members Absent: Directors Bryant and B. Dombrowski; both excused

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

Supervisor VanBennekom – Gladwin County Crimestoppers Donation Request

Closed Session:

President Bridges - Attorney

III. Approval of Minutes:

(1) Director Allen moves to approve the December 13, 2014 meeting minutes, 2nd by Director Pryde.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

(2) Director Allen moves to approve the financial reports for December 2014 as presented, subject to the Auditor's approval, 2nd by Director K. Dombrowski.

All ayes, motion carried.

(3) Director K. Dombrowski moves to pay the bills for January 2015 as presented, 2nd by Director Holzer.

All Ayes, motion carried.

V. President's Report:

President Bridges reported the following:

“Not much to report this month, obviously it is very cold. We continue to get bids and will be making decisions regarding the updating of the clubhouse.”

“The snow has come with over 10 inches in the storm on last Saturday. I would like to thank our Maintenance workers. They get up in the middle of the night to plow our roads so people can get out to work each day. They watch the weather reports and plan snow removal accordingly. They also have an added problem this year as our salt delivery was reduced due to the salt shortage (ha). Our roads in White Birch are always better than the county roads just outside the gate. Thank you Jeff and Tom.”

VI. Supervisor's Report:

Alice reported the following:

“We got our first major snow storm last weekend with more than a foot of snow between Saturday and Sunday. Jeff and Tom, as President Bridges mentioned, did a fantastic job of getting all the roads plowed out quickly. I know many of the outside roads didn't get plowed until Tuesday or Wednesday. I would like to thank the guys for coming in on their days and nights off to take care of us. We are very fortunate to have both of them be as conscientious as they are. With the winter we have had so far, we think we are going to be in good shape with the limited amount of road salt we received. Keep your fingers crossed.”

“We are expecting work on the entrance and exit gate operators to begin next week. It will be nice to get the solid foundation under the gates for them to operate properly.”

“I have had a few questions regarding storage refunds recently. As posted in the Birch Bark, as decided at previous Board Meetings, all refunds needed to have been requested by November 1, 2014. No requests can be honored now. If you are interested in renewing your current site for next year, you have until July 31, 2015 to renew it. If you have never reserved a site before and are interested, we have a list of the open sites available. Come and see me or a Clubhouse Attendant and we will be happy to provide that list to you.”

“We have a sign up sheet posted on the bulletin board for anyone interested in a Super Bowl Party for Sunday, February 1, 2015. So far no one has signed up. Hopefully we will have enough interest for us to go forward with that event.”

“The electrical upgrade in the attic will be done in the next week or so and then the next phases of the project can continue. The Clubhouse insulation, ventilation and humidity concerns continue to be discussed amongst us. Several of those items are on the Agenda for today.”

“I would like to acknowledge and thank Jeff and Tom in Maintenance and Pamala and Shaina here in the Clubhouse for the great jobs they do for us. I hope your New Year is off to an amazing start.”

VII. Committee Reports:

EPC Committee:

John Pryde reported there were two (2) contiguous status requests approved for Lots 737-738 and Lots 850-884. There was also one (1) tree removal application approved for Lot 421.

Campground Committee:

Director K. Dombrowski reported he did an informal inspection and all units appear to be safe and sound. The roads are being plowed and look good.

Finance Committee:

Director Holzer stated the Committee has been working on the 2015-16 Budget. A tentative 2015-16 Budget will be presented later in the meeting for approval.

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

IX. Unfinished Business:

Clubhouse Repair Updates:

(4) Director Allen moves to accept the bid from In The Swim for two (2) solar pool covers and two (2) reels in the amount of \$1,101.71 including tax, 2nd by Director Pryde.

Ayes – Directors Pryde, K. Dombrowski, and Allen

Nays – Director Holzer

Motion carried.

(5) Director K. Dombrowski moves to accept the bid from Martin Heating & Cooling in the amount of \$435.00 for flex duct work to reconnect the women's locker room duct work in the attic, 2nd by Director Allen.

All ayes, motion carried.

(6) Director K. Dombrowski moves to accept the bid from Oman's Construction for insulation in the Attic and Hung Ceiling Areas (labeled Stage 1 on the bid) also to include the exposed north end roof line and the south end knee wall not to exceed \$10,750.00, 2nd by Director Allen.

All ayes, motion carried.

Director K. Dombrowski stated he met with Jeff from Maintenance to review the mechanical and ventilation issues at the campground. Most of the updates can be done by the Maintenance Staff. He will be getting exhaust fan and duct work bids, which have been recommended by Lapham Associates, to present to the Board. This item has been tabled until next month.

(7) Director Holzer moves to have the entrance and exit gates open at peak hours after the repairs are completed to exclude weekends and holidays, 2nd by Director Allen.

All ayes, motion carried.

(8) Director Holzer moves to transfer the funds from Savings Account 003 of \$90,257.00 plus any additional interest into a 7 year fixed Annuity account with Cincinnati Life at a guaranteed minimum interest rate of 1.5 percent with the ability to withdraw up to 10 percent each year with no penalty and can get 100 percent of the principal back at anytime, 2nd by Director Allen. (Note: the interest rate of the current savings account right now is only .05 percent.)

All ayes, motion carried.

X. New Business:

(9) Director Holzer moves to approve the 2015-16 Budget as presented with an amount of \$387,070.00 Gross Profit and \$387,070.00 for Expenses also noting a \$1,000.00 monthly transfer to Capital Improvement Fund, 2nd by Director Pryde. Roll call vote,

All ayes, motion carried.

(10) Director Holzer moves to set the 2015-16 Assessment Fee amount with no increase to \$375.00, 2nd by Director Allen. Roll call vote,

All Ayes, motion carried.

(11) Director Pryde moves to accept the bid from ManagerPlus Solutions for the Preventative Maintenance Program in the amount of \$2,177.60 and to include \$200.00 additional for an external hard drive for the Secretary/Treasurer office with the funds to be transferred from the Capital Improvement Fund, 2nd by Director K. Dombrowski. Roll call vote,

All Ayes, motion carried.

Alice presented the Real Estate Bid Letter which was reviewed by the Board and President Bridges directed Alice to send it out for the bids to be received.

The Board reviewed the Gladwin County Crimestoppers Donation request and it was rejected.

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

The meeting was adjourned at 2:25 pm for Closed Session.

XII. Closed Session:

1. EPC Issue discussion.
2. New Attorney discussed
3. Foreclosed lots discussed.

No motions were made during the Closed Session.

XIII. Adjournment:

*(12) Director Holzer moves to adjourn the meeting at 3:00 pm, 2nd by Director Allen.
All ayes, motion carried.*

Submitted by,

Vicky McClusky
Secretary/Treasurer