

White Birch Lakes
Board of Directors Meeting Minutes
March 12, 2016

I. Call to Order:

President Bridges called the meeting to order at 11:01 a.m.

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

Board Member(s) absent: Director Witchell (but listening by telephone)

Invocation: Dawn Holzer

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

Closed Session:

President Bridges: Legal Matters

New Business:

Director Holzer: Spring Garage Sale approval

President Bridges: Mother's Day Breakfast approval

III. Approval of Minutes:

(1) Director Allen moves to approve the February Meeting Minutes as presented, 2nd by Director Pryde.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

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

All Ayes, motion carried.

Vicky updated the Board in regards to transfers that we made from the General Checking and Commercial Checking accounts to the Money Market accounts to gain better interest and also an update on how much income has been received to date for the new year.

(3) Director Dombrowski moves to pay the bills for March as presented, 2nd by Director Allen.

All Ayes, motion carried.

V. President's Report:

President Bridges reported the following:

“Have you seen your first robin? They are here in White Birch and soon Members will return from regions south.”

“We are continuing with Clubhouse renovations. The dated dark brown paneling has been removed from the entrance and replaced with drywall. The area looks much larger and brighter. Jeff and Bob have replaced the worn, stained ceiling tiles and new carpeting will be installed.”

“The outside of the Clubhouse will be updated sometime this spring/early summer. Some of the walls require repair to the studs and sill plates. Every outside wall on the exterior is different and a contractor will have to deal with getting a uniform look. Please keep watch to see the improvements that are being made.”

“There are five seasons; Summer, Fall, Winter, MUD, and Spring. We are in Mud right now. Because we had such a mild winter the roads are thawing early and there are sections that are muddier than other areas. Jeff has had the grader out to try to smooth and even the roads and he has done a beautiful job on the roads that he has gotten too. Regardless of the frustration with this our roads are in better shape than the county dirt roads. There are several county dirt roads that are closed to through traffic right now. One of them is between 115 and State Road and there are roads closed off Mannsiding Road because they are impassable. Looking forward to Members returning in the Spring to White Birch.”

VI. Supervisor’s Report:

Scott reported the following:

“Good morning. We have had some recent observations by our Members about the conditions of the road and some trees that are in need of attention in our Association. These observations are always welcomed as our Maintenance team takes great pride in attempting to keep our roads in working order and keeping nuisance trees from becoming potential hazards. Please be patient with us and know that your observations will be acted on as soon as time and manpower, and, your Supervisor allows.”

“I was recently afforded the opportunity to attend a Certified Pool Operator Course through the National Swimming Pool Foundation and earned a CPO Certificate. This was an informative course and will directly lead to certain changes in our Swimming Pool operations to better meet the ever growing demand from Federal, State and Local agencies on Policies and Procedures to make our pool a healthy and safe environment for all our Members young and old.”

“As a reminder, PLEASE, insure that your Assessments are up to date. Your WBLRA staff takes no pleasure in having to turn away anxious and excited families from using our amenities due to Assessments not being up to date. Unfortunately, if you wait until the weekend, our Clubhouse Attendants cannot assist you with questions about your Assessments. Please contact Vicky in the office or myself for those Assessment inquiries. Just this month, I had to turn away a Member due to an Assessment issue, and this issue turned out to be a blessing as the Member thanked me for addressing the problem and received the news not with anger or resentment but with relief that it was discovered and that it could be resolved in a timely manner. This is the model that we all hope to follow as our Association grows and prospers into the future.”

“If you have yet to pay for a Boat Slot and/or waiting for an available slot, there are a few remaining slots available. For those Members who had a slot last year, your time is growing short again so please make sure you have that money into us soon. Please get those Boat Slots taken care of as soon as you can.”

“We received not one but two outstanding comments from Members on how great a job that our Clubhouse Attendants and our Maintenance Team are doing. We are never tired of hearing these stories and again it is never old or redundant to thank our staff for the job they do.”

VII. Committee Reports:

Campground Committee: Director Allen reported the Campground looks good. Scott reported that the seasonal water start-up procedures have changed via DEQ. Both Jeff and Bob attended the meeting concerning these changes. A certified well inspector may have to be hired to start the water this year. More information is being gathered from the Health Department. Director Dombrowski added that he feels the ventilation exhaust system upgrades have helped resolve the problems.

EPC Committee: Director Pryde stated there wasn’t anything to report this month. President Bridges stated that the Association is still looking for someone to step forward to take over the Chairperson position for EPC.

Bylaw Committee: Al Isaac reported the committee has the proposed Bylaw changes/updates finished and will send them to Director Pryde to forward to all the Board Members for review.

No other committee reports were given.

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

NOTE: The Board authorized this section of Comments from the Floor to include “For the Good of the Order” comments.

IX. ManagerPlus Report:

Scott reported that due to being absent on Friday, he didn’t have the time to get a report together for the meeting. There is one Work Order that has not been completed which is replacing the sand in the pool filter. Due to the snow storms recently, and the condition of the sand that was purchased, this has been pushed aside so the roads could be taken care of first. Scott also stated that he has more of the assets put back into the system but still has more to do. Director Pryde stated that it is getting close to when the Work Orders need to be scheduled so nothing gets missed for inspections or repairs. Scott stated he will try to fit it into his daily schedule.

X. Unfinished Business:

Ongoing Clubhouse Repairs:

(4) Director Dombrowski moves to Rescind the approved motion at the February 2016 meeting regarding Herschels Floor Contracting due to unavailability of the product, 2nd by Director Pryde. All Ayes, motion carried.

*(5) Director Bryant moves to approve the bid to purchase the carpet for the Clubhouse from Wood’s Household Appliances, Inc. being Philadelphia Commercial Zing Tiles #54796 in #96202 Vigor for color and the Cove Base to be Dolphin in color by Roppe, at a cost of \$3,003.07 with additional costs of \$25.00/man/hour for floor prep, if necessary, and the funds to be transferred from the Capital Improvement Fund, 2nd by Director Holzer. Roll call vote,
Ayes – Directors Bryant, Pryde, Dombrowski, Holzer, Allen and President Bridges
Nays – None
Motion carried.*

(6) Director Bryant moves to Rescind Motion #6 from the February meeting minutes regarding the replacement of the door by the Restrooms in the Clubhouse, 2nd by President Bridges. All ayes, motion carried.

Director Bryant stated that the door will be discussed again when the exterior siding bids are provided.

Director Bryant presented Specifications for Siding, Soffit, Fascia, etc. to the Board for the exterior of the Clubhouse. After much discussion and tour around the outside of the Clubhouse, it was decided that Director Bryant and Scott would finalize the Specifications so bids can be asked for from Contractors.

At this time, Director Bryant recused from discussion and voting on the following Realtor matter.

*(7) Director Dombrowski moves to disqualify the bid from Realtor “C” due to ambiguity and failure to meet the requirements spelled out, 2nd by Director Pryde. Roll call vote,
Ayes – Directors Pryde, Dombrowski, and Allen
Nays – Director Holzer
Motion carried.*

(8) Director Dombrowski moves to accept the bids from Homewaters Recreational Real Estate and White Birch Realty to be the Realtors for the White Birch Lakes Recreational Association owned lots for the 2016-17 fiscal year per the provided proposals and for the lots to be divided by lottery

drawing by each selected Realtor to divide them for listing purposes, 2nd by Director Pryde. Roll call vote,

Ayes – Directors Pryde, Dombrowski and Allen

Nays – Director Holzer

Motion carried.

XI. New Business:

The date for campers to return to lots was discussed and the Board approved Friday, May 13, 2016 as the date that campers may return to lots under a blanket permit.

(9) Director Dombrowski moves to renew the ManagerPlus Software Agreement at a cost of \$499.00, 2nd by Director Bryant.

All Ayes, motion carried.

The Agenda item of the Workshop for Inland Lake Property Owners was discussed and Vicky was instructed to post the notice on the bulletin board in the Clubhouse for Members information.

(10) Director Allen moves to accept the bid from Beckman Production Services, Inc. to provide mineral brine at a cost of .145 cents per gallon for the 2016 season, 2nd by Director Pryde.

All Ayes, motion carried.

The Agenda item of Policy updates was tabled until next month.

Scott presented the Board with a request from the Gladwin County Crimestoppers and the Board's decision was not to support this request.

(11) Director Holzer moves to rent P.O. Box 839 at the current cost for 6 months for the Election usage, 2nd by Director Allen.

All Ayes, motion carried.

(12) President Bridges moves to allocate \$200.00 toward expenses for a Mother's Day Breakfast to be held May 8, 2016, 2nd by Director Allen.

All Ayes, motion carried.

(13) Director Holzer moves to hold the Annual Spring Garage Sale on May 28, 2016 from 9 am to 5 pm, 2nd by Director Dombrowski.

Ayes – Directors Pryde, Dombrowski, Holzer and Allen

Nays – Director Bryant

Motion carried.

XII. Comments from the Floor (For the Good of the Order): No comments were made.

(14) Director Allen moves to adjourn the meeting at 2:30 pm to closed session, 2nd by Director Pryde.

All Ayes, motion carried.

XIII. Closed Session:

Two (2) legal matters were discussed with no motions made.

The Board returned to open session at 2:45 pm.

XIV. Adjournment:

Meeting was adjourned at 2:47 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky
Secretary/Treasurer