

White Birch Lakes
Board of Directors Meeting Minutes
May 9, 2015

I. Call to Order:

President Bridges called the meeting to order at 10:05 a.m.

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

Board Members Absent: None

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

Director K. Dombrowski – Potential By-Law Addition

III. Approval of Minutes:

(1) Director Bryant moves to approve the April 11, 2015 meeting minutes, 2nd by Director Allen.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

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

All ayes, motion carried.

(3) Director Allen moves to pay the bills for May 2015 as presented, 2nd by Director Holzer.
All ayes, motion carried.

V. President's Report:

President Bridges reported the following:

“Soon we will be back to our spring and summer routines with more Members here enjoying WBLRA. We all so appreciate the fun we have fishing, playing tennis and putt-putt, and riding about in our golf carts.”

“I want to remind all Members to pay attention to SMOKEY at the gate and mind the fire danger classification. In the April Birch Bark there was a listing of the Department of Natural Resources Burning Regulations. Remember if you are going to burn leaves, brush, or trash, you must have a burning permit. To obtain a permit, call 866-922-2876. Burning information is available to the local Fire and Sheriff's Departments. If an illegal burn occurs, a fine could be levied. Fines begin at \$500.00 (these are fines from the DNR) and they go up from there depending on the situation. If a fire becomes out of control and structures are destroyed, the fine would be higher. If a person is found negligent, they will be held responsible for all damages that may occur.”

“We will again publish in the May Birch Bark this list of fire danger regulations and explanations. A copy will also be on the web site and in the office. Please post these regulations and keep them close at hand and comply with them. A few moments of fun are not worth a terrible tragedy. So please cut those out and stick them on your refrigerator.”

VI. Supervisor's Report:

Alice reported the following:

“The warm weather has finally arrived, perfect timing for our seasonal camping Members to return. Bob and Claudia have also returned to their seasonal positions. It is nice to welcome everyone back.”

“The campground bathhouse is also open for the season. The water test results came back perfect so we are open for business. The campground ventilation system duct work has been completed. The final step of the motion sensors will be finished this weekend. I would like to thank Director Kevin Dombrowski for all the time and help working on this. He spent a lot of his personal time on getting this project going.”

At this time, Kevin interrupted Alice to give his thanks to the Maintenance guys and say they did a fantastic job on the installation and that it looks great and professional and it appears that it is going to do the job.

Alice continued:

“We do have our first brine of the year scheduled for this coming Monday, May 11th. Let's keep our fingers crossed that we won't be washed out with the forecasted rain.”

“Our summer swimming pool hours will begin June 7th. We will be open extra hours on Monday, Tuesday, and Thursday evenings. Our Members seemed to enjoy those extra hours last year and we are going to continue them.”

“The Realtor Fair on Sunday, April 26th was a great success. We had quite a few local realtors come in, one who had never visited White Birch Lakes previously. He was quite impressed with what we have to offer. We also had 6 couples who had seen our signs on the road come in just to see what we were all about. They were very interested also. We are very excited that this may lead to sales of properties and lots in the Association. A big thanks to President Sharon Bridges and Director Dawn Holzer for the idea of the Fair and all the work they put into making it a success. As a side note, Dawn did the gorgeous centerpieces for the Realtor Fair and also the ones that are on the tables for the Mother's Day Breakfast.”

“The ManagerPlus Preventative program is working wonderfully. We are now able to keep track of our assets and inspections needed to keep everything running smoothly. I have several volunteers who have helped with the inspections that I want to thank and acknowledge; Fred Witchell, Directors Dawn Holzer and John Pryde.”

“We have a Mother's Day Breakfast scheduled for tomorrow, Sunday, May 10th, from 8 am to 11 am. Please come in and join in the celebration of our special Mothers here at White Birch. Thanks again to Fred Witchell for leading on this event.”

“Thank you to our employees; Jeff, Tom, Pam, Shaina, Bob and Claudia. Happy spring and Happy Mother's Day.”

VII. Committee Reports:

Activities: Carol Neal reported there may be a Garden Club starting. She will put a posting on the bulletin board for people who might be interested. It would be doing things like putting flowers out in the campground. There is a garden tour being planned. Volunteers are needed if you think your garden is something special so you can be included in the tour. The cost of the tour is canned good donations for the food bank. Carol also mentioned the Ugly Sweater Party is being planned. She also asked the Board to consider a “Card Elimination” event which is kind of like Bingo but played using playing cards instead of Bingo cards.

Election Committee: Pat Graham stated the Committee held a meeting on Friday, May 8th to set the dates for the Election Procedures and discuss various issues. She also stated that Director Kevin Dombrowski would be bringing up an issue about what to do if a tie should occur. Also, there may be a Birch Bark sent out in June with just information on the Election. Items discussed include Poll Watchers, Members in good standing, and the listing for that, the procedure last year with Al and Alice processing Members for voting. Basically the procedures were set up for this year based on the Election Policy. Pat asked the Board about who can actually be a Poll Watcher. It was discussed by the Board and a decision was made that the Committee can make a ruling for the Board's approval to amend the Election Policy to state that a Poll Watcher must be a Member or Associate Member in good standing to be considered a Poll Watcher. This will be brought up at the next Board Meeting for approval.

Safety: Bob Pelfery stated he didn't have anything to report as he is just getting started for the year.

EPC Committee: Director John Pryde reported the following approvals:

- 1 Contiguous Lot; Lots 332-331
- 4 Tree Removals; Lots 85, 1363, 473 and 648
- 1 Tree Removal/Accessory Building; Lots 331-332
- 2 Accessory Building; Lots 1115-1117 and 1250-1251
- 1 New Residence/Garage; Lots 1346-1348
- 1 New Residence; Lots 900-901
- 1 Septic/Drain Field; Lot 85

John also stated that in the past the EPC reports were not all together and now they are all in one place with a revision sheet attached to it. Also, he stated that the C & R's are now on a program so when the Bylaw/C & R Committee meets, they will be able to make revisions for clarifications without retyping the entire document again to present at meetings and that the Committee will go by the C & R's and if clarification is needed revert to the Township rules and regulations for the present time. John reiterated that the copy he presented to the Board is the same document that was recorded in 2002, there are no changes from that document. In closing, John stated that there have been questions about Board Members serving on Committees and he hasn't been able to find anything in the By-Laws that states Board Members cannot be on the Committees.

Campground Committee: Director Kevin Dombrowski thanked Alice for all her co-ordination in getting the campground ventilation finalized.

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

IX. ManagerPlus Report:

Alice went over the April ManagerPlus reports as presented to the Board and answered any questions they were asked in regards to the Monthly Work Report and Summary. Director Pryde stated he would be putting a sign up sheet on the bulletin board for volunteers that would like to help with the monthly maintenance of the assets. President Bridges added these reports are a way for Members to see what is being done to keep the assets maintained. Any Member can come in and see Alice to look at the reports.

X. Unfinished Business:

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

In regards to the boilers, a State Inspector reported that the boilers are in very good condition and the routine repairs of valves and such will make replacements unnecessary at this time. The cost would have been around \$70,000.00.

The exterior of the Clubhouse has many places that have wood rot, paint peeling, etc. that need attention and Alice has been asked to get suggestions from companies as to what will be required for the repairs and/or replacement materials.

In regards to the insulation projects in the Clubhouse, Phase I has been completed and there is now an actual light in the attic and no storage is being allowed. Old records dating back to the 1980's were destroyed and junk was thrown out. Chlorine is no longer stored in the Maintenance Room. Phase II which involves the pool area will be looked at after the winter months because the pool would have to be shut down while work is being done.

Alice presented the Board Members with the findings that Tom Shunk from CountyWide provided, along with a CD, in regards to the Sewer Camera Survey of the Clubhouse Drains that was done. Alice stated that overall Tom was pleasantly surprised at the condition of the lines and that he has seen much, much worse. Also Tom stated in his report that he feels another camera survey should be done in 3 to 5 years and that he is going to schedule to come back with a sub-contractor that does epoxy liners to make future recommendations.

*(4) Director Holzer moves that the Agenda item regarding Surveillance Cameras at the Campground be withdrawn, 2nd by Director K. Dombrowski.
All Ayes, motion carried.*

XI. New Business:

The Agenda item of a Special Birch Bark for Election was tabled until after the Election Committee meets on June 5, 2015 to make recommendations to the Board at the June 13, 2015 Board Meeting by President Bridges.

At this time President Bridges appointed Claudia Pelfery as Co-Chairperson for the Election Committee.

*(5) Director Allen moves to accept the bid from Security Septic Tanks in the amount of \$550.00 for the septic tank cleaning at the Campground and Clubhouse, 2nd by Director Bryant.
All ayes, motion carried.*

*(6) Director K. Dombrowski moves to accept the bid from Timber Tree Service of Mid-Michigan to remove the necessary dead trees in the Campground and at the Maintenance building in the amount of \$850.00, 2nd by Director Allen.
All ayes, motion carried.*

*(7) Director Pryde moves to keep the entrance and exit gates closed unless there is an Association event and/or safety related issue, 2nd by Director Allen.
Ayes – Directors Pryde, Bryant, K. Dombrowski, Allen and B. Dombrowski
Nays – Director Holzer
Motion carried.*

Note: The Gate Policy for Member Invited Guests dated August 2003 is no longer valid because of the above motion per the Board of Directors.

*(8) Director Holzer moves to approve up to \$3,000.00 for the Annual Members Meeting Picnic for 2015, 2nd by Director Bryant.
All ayes, motion carried.*

*(9) Director Holzer moves to have the picnic catered by Big R's Hogs & Dogs, 2nd by President Bridges. Roll call vote,
Ayes – Directors Holzer, Allen and President Bridges
Nays – Directors Pryde, Bryant, K. Dombrowski, and B. Dombrowski
Motion failed.*

President Bridges stated she will acquire 3 bids and send them by email to the Board Members for approval and the motion will be ratified at the next meeting due to time restrictions.

*(10) Director Holzer moves to approve up to \$300.00 for a Realtor Open House event on Saturday, June 20, 2015, 2nd by Director K. Dombrowski. Roll call vote,
Ayes – Directors Pryde, K. Dombrowski, Holzer, Allen and B. Dombrowski
Nays – Director Bryant
Motion carried.*

*(11) Director Holzer moves to approve materials be purchased from Sustainable Supply for the replacement of the Women's Bath Shower Stall Walls in the Clubhouse at a cost not to exceed \$1,900.00, 2nd by Director K. Dombrowski.
All ayes, motion carried.*

Director Kevin Dombrowski read the following potential By-Law change:

BY-LAWS AMENDMENT 2015

“Our By-Laws do not address on the rare occasion that we may have an “ELECTION TIE”. Repeating the vote until a winner is declared (majority of the votes) creates a few problems. We can not repeat the vote the same day as the Annual Meeting, as the Absentee vote will not be represented. We would have to start the entire Absentee and Members Meeting/Election process all over again, resulting in additional cost to our Association and will delay the repeat Election for at least 2 months. This repeat process will only apply for the vote of the Candidates who “TIED” for the LAST available Board seat.”

“If this proposed By-Laws Amendment is approved by the Membership (by a majority of votes) we can amend our current By-Laws to allow for a “FLIP OF THE COIN” when and if a “TIE” ever occurs. This would save the Association the time and the expense of repeating the election.”

“By voting “YES” you will “APPROVE” the By-Laws Amendment and allow an Election Tie to be decided by the “FLIP OF A COIN”.”

“By voting “NO”, there will be “NO CHANGE” to our current By-Laws.”

*(12) Director K. Dombrowski moves to present a By-Law change to the Membership that addresses an issue regarding an Election tie at the Annual Members Meeting, 2nd by Director Holzer.
All ayes, motion carried.*

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

At this time the meeting was adjourned to Closed Session.

XIII. Closed Session:

1. Foreclosure process on lots soon to be returned to WBLRA was discussed. No motions made.
2. Employee compensation was discussed.

*(13) Director K. Dombrowski moves to approve the employee evaluation and compensation package as presented, 2nd by Director Allen.
Ayes – Directors Pryde, K. Dombrowski, Holzer, Allen, B. Dombrowski and President Bridges
Nays – Director Bryant*

At this time the Board returned to regular session.

*(14) Director K. Dombrowski moves to ratify the above motion made in Closed Session, 2nd by Director Allen.
All Ayes, motion carried.*

XIV. Adjournment:

*(15) Director Allen moves to adjourn the meeting at 2:15 pm, 2nd by Director Pryde.
All ayes, motion carried.*

Submitted by,

Vicky McClusky
Secretary/Treasurer