

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

I. Call to Order:

President Bridges called the meeting to order at 10:02 a.m.

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

Absent: Director Pryde (Arrived later in the meeting)

Invocation: Director Holzer

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

New Business:

President Bridges: Gate open for Estate Sale

Closed Session:

Director Holzer: Past Assessments Collected

III. Approval of Minutes:

(1) Director Bryant moves to approve the October Meeting Minutes as presented, 2nd by Director Holzer.

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

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

All Ayes, motion carried.

(3) Director Allen moves to accept the November Payables as presented, 2nd by Director Bryant.

All Ayes, motion carried.

V. President's Report:

President Bridges reported the following:

“The Board would like to thank all Members who removed their campers, RV's, trailers as requested by October 31st. There are but a few remaining on lots and action is being taken to comply with our C & R's and Court Order. We are looking forward to the return of Members for next season.”

“The Clubhouse siding is now complete and looking beautiful. Windows were replaced on both gable ends of the pool area. The pool was drained, repainted, and refilled. We ordered a company out of Coleman to haul water to refill so we would not put a drain on our well; it's old.”

“We will be replacing the software for the gate entry along with some repairs to the loop systems and gate hinges. All Members will have a new code number and cards. There will be more on this process later. This will do away with all of the numbers that are currently out there being used by those who shouldn't be in White Birch. As I said, there will be more on this project later.”

VI. Supervisor's Report:

Scott reported the following:

“Happy Veterans Day and Thanksgiving Day. For those of you deer hunting this year, please have a safe and enjoyable hunting season. As a reminder for all Members/Visitors, there is no hunting in White Birch Lakes Recreation Association.”

“As of this date, our Campground full service sites and Dump Station have been closed, locked and winterized. The Campground Bathhouse will however remain open until December 1st.”

“Our Clubhouse will not be open on Thanksgiving so that means the Clubhouse will be closed Wednesday the 23rd and Thursday the 24th so please plan accordingly.”

“We continue to ready ourselves for winter as our Maintenance team works tirelessly to continue their ongoing battle with leaf debris. It is imperative that we insure leaves are not piled up and left to freeze, especially in places where snow is plowed.”

“My thanks to Jeff, Bob, and our Clubhouse Attendants Steven and Georgia for their continued contributions to assisting us in keeping our facilities up and running.”

VII. Committee Reports:

EPC Committee: Director Holzer reported the following for Chairperson, Sandy Getz:

There were 5 tree removal requests, 1 exchange for contiguous lot transfer for new Member purchase, and 1 driveway request that were approved for the month of October. No new C & R violations were documented for the month of October.

Policy Update Committee: Carolyn Neal reported there are no new Policy Updates at this time.

Activities: None reported at this time. (See report later in the minutes)

Campground Committee: Fred Witchell reported recent activities at the Campground to include the Bathhouse has been repainted and looks very good inside and outside. The outside water depending on the weather will be shut off soon. This year we still have open spots in the Campground and Storage Area in case someone wants to move a camper there. The Northern part of the fence has been completed. There are more fences that will be put up next year. Fred also commented there was a fire from burning leaves in the Association and urged Members to be very mindful of this. Director Allen also commented that the Campground looks good. Fred mentioned that all the trees have been cleaned up from the tree removal project. He closed with stating that a lot of Members are having their campers moved by other people/companies and asked that Members look at the diagram posted at the Campground so they are placed where they belong. He has had to relocate a couple to the correct spots. Director Dombrowski volunteered to go around the wire fencing area with new tape or markers of some sort due to the current markers being dull and faded.

Conservation Committee: Nothing new to report.

Finance Committee: Director Holzer stated the first meeting for the 2017-18 Budget was held and went very well. The next meeting is scheduled for Thursday, November 17th at 1 pm. in the Clubhouse. Every Member is welcome and encouraged to join in.

Election Committee: No fall meeting. There will not be another meeting until the Spring of 2017.

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

At this time, President Bridges recognized Roger Carey, Lincoln Township Zoning Administrator. Mr. Carey spoke about the changes that are being introduced in regards to Township Ordinances, mainly in regards to Portable Sheds and Storage Buildings, and urged all Members to attend the next Planning Commission meeting which is scheduled for Tuesday, November 22nd at 7 p.m. Mr. Carey also stated that a Building Permit is needed on any structure being erected that are 120 sq. ft. or larger.

IX. ManagerPlus Report:

Scott reported there are no new reports or issues at this time.

X. Unfinished Business:

*(4) Director Holzer moves to purchase a new 4 ft. x 16 ft. dock from MADS Outdoor Products to include the Standard Roll Out Kit with funds not to exceed \$1,200.00 and money to be transferred from the Capital Improvement Fund, 2nd by Director Dombrowski.
All Ayes, motion carried.*

(5) Director Dombrowski moves to ratify the email vote to accept the bid from Stanley Painting Company in the amount of \$2,100.00 for the repainting of the Campground Bathhouse, 2nd by Director Allen.

Ayes – Directors Dombrowski, Holzer, Getz, Allen and President Bridges

Abstain – Director Bryant

Motion carried.

(6) Director Dombrowski moves to rescind Motion #8 from the October Board Meeting Minutes, 2nd by Director Holzer.

All ayes, motion carried.

(7) Director Dombrowski moves to accept the bid from Jim’s Body Shop in Clare for a new/used Pickup truck bed box in the amount of \$6,246.24 to include rust prevention, the replacement box not having major damage or rust and to include the right for a WBLRA representative to inspect the box before purchase, 2nd by Director Getz. Roll call vote,

Ayes – Directors Dombrowski, Holzer, Getz, Allen and President Bridges

Nays – Director Bryant

Motion carried.

(8) Director Holzer moves to accept John (Jack) Manninen’s bid to replace up to 200 road signs with payments on completion of 50 signs at a time and the funds to be transferred from the Capital Improvement Fund, 2nd by Director Dombrowski. Roll call vote,

Ayes – Directors Dombrowski, Holzer, Getz, Allen and President Bridges

Nays – Director Bryant

Motion carried.

XI. New Business:

(9) Director Holzer moves to approve \$75.00 Christmas gift cards to Walmart for all employees, 2nd by Director Dombrowski. Roll call vote,

Ayes – Directors Dombrowski, Holzer, Getz, Allen and President Bridges

Nays – Director Bryant

Motion carried.

The Agenda Item of “Policy Updates” has been postponed until the December meeting to allow all Board Members time to go over the revisions and make suggestions.

The Agenda Item of “Pool Heat Register Painting Bids” has been tabled for further information.

*(10) Director Allen moves to change the start time to 11 am for the December through March Board meetings, 2nd by Director Holzer.
All Ayes, motion carried.*

In regards to the Agenda Item of “Gate Opening for Estate Sale” President Bridges opened the discussion up to include comments from the Members present at the meeting. After much discussion, the Board made a decision that the gates will remain open on December 9th and 10th from 9 am to 5 pm. Vicky was directed to post a notice in regards to this on the bulletin board.

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

NOTE: During comments from the floor, Director Pryde arrived and was present for the remainder of the meeting.

At this time, President Bridges acknowledged Sandy Getz in regards to Activities.

*(11) President Bridges moves to allow funds not to exceed \$300.00 for a Santa Party for Members and their families, 2nd by Director Allen.
All Ayes, motion carried. NOTE: Date to be determined*

*(12) Director Getz moves to adjourn the regular meeting at 12:55 pm to go into Closed Session, 2nd by Director Allen.
All Ayes, motion carried.*

XIII. Closed Session:

*(13) Director Holzer moves to approve the revised Vacation Policy for the Employee Manual with the changes discussed, 2nd by Director Bryant.
All Ayes, motion carried.*

*(14) Director Dombrowski moves to bring legal action against a Member regarding failure to comply with our Covenants and Restrictions and the lack of completion according to our Covenants and Restrictions (and the timeline agreement) with the structure that is being built, 2nd by Director Pryde.
Ayes – Directors Bryant, Pryde, Dombrowski, Holzer, Allen and President Bridges
Abstain – Director Getz
Motion carried.*

Another legal matter was discussed with no motion made.

*(15) Director Holzer moves to increase the Secretary/Treasurer’s hours by two (2) hours to 32 hours per week effective immediately, 2nd by Director Allen. Roll call vote,
Ayes – Directors Bryant, Pryde, Dombrowski, Holzer, Getz, Allen and President Bridges
Nays – None
Motion carried.*

A Member Collection Matter was discussed with no motion made.

The added Agenda item of “Past Assessments Collected” was discussed and no motion was made.

The Board of Directors returned to Open Session at 2:15 pm.

*(16) Director Dombrowski moves to ratify the above motions made in Closed Session, 2nd by Director Pryde.
All Ayes, motion carried.*

XIV. Adjournment:

Meeting was adjourned at 2:17 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky
Secretary/Treasurer