

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

**I. Call to Order:**

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

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

Board Member(s) absent: Director Pryde, excused

The Invocation was given by Director Holzer.

The Pledge of Allegiance was recited by all present.

**II. Additions to the Agenda:**

No additions to the agenda were added.

**III. Approval of Minutes:**

*(1) Director Bryant moves to approve the September 12, 2015 meeting minutes, 2<sup>nd</sup> by Director Allen.*

*All Ayes, motion carried.*

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

*(2) Director Dombrowski moves to approve the financial reports for September 2015 as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Holzer.*

*All ayes, motion carried.*

*(3) Director Bryant moves to pay the bills for October 2015 as presented, 2<sup>nd</sup> by Director Witchell.*

*All ayes, motion carried.*

**V. President's Report:**

President Bridges reported the following:

“To inform all Members, the Plaintiff’s in the lawsuit regarding campers left on lots have appealed to the State Supreme Court. I have no idea if and when that case will be heard. We will continue to follow the rulings of the Circuit Court and the Court of Appeals regarding camper removal as of October 31<sup>st</sup>. No other discussion by the Board on this case will occur while it remains in litigation.”

“We will be looking at bids today regarding siding for the Clubhouse. We also need to look at flooring materials to install before the next summer season.”

“Things are slowing down and we are preparing for the winter season. Soon Members will be headed for the south to escape the snow; lucky, lucky.”

“Our new employees are settling in and learning their jobs, but remember to be patient, as new issues arise and how to handle them is a process. Last month I did not mention the Clubhouse Attendant’s last names. They are Kathy West and Steven Jessup.”

“We again have problems with our school bus pick up and drop off. The bus, once again, has hit the gate (or the gate closed on it). They have said that unless the gates are left open in the morning, the children will be picked up on Old State Road. If parents have an issue with this, please contact the school Superintendent.”

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

Scott reported the following:

"I am still receiving phone calls for storage sites. A few people are reserving camp sites throughout the month of October and it's not the number of those but the timing of those which is leading to the Clubhouse Attendants and myself to be a little more diligent in calling Members who have storage sites in the Campground to make sure they are not planning on moving their campers in there while Members are wanting to camp."

"Increasing amount of dogs complaints lead to my having to introduce myself to the local County Animal Control Officers, they are really nice, and I thanked them profusely for response to our calls. They were concerned that a few of the calls they responded to, the complainants weren't in compliance with some of the local laws as well so they weren't happy about that."

"I did run into Consumers Power who called and requested access to their power lines. I had a couple of nice conversations with them and actually met them outside the gate because they needed to get in. They were just doing a routine survey of their power lines. I asked them about access to their power lines with Members using that area so they are going to take a look at that."

"Jeff and Tom had some concerns brought to their attention by Members while they were out trimming and cutting the roads, they are being aggressive, which leads to some hurt feelings. A Member was very output by that and honestly they were taken by surprise and kind of shocked by the transition of having vegetation setting there and then the next day it is gone. I am open to suggestions of what we can do so Members are more informed in the future. Not taking care of the vegetation can lead to accidents or mirrors on trucks and equipment being taken out. We are being a little more aggressive about that and again, yes, coming from the perspective Member it can be a little bit of a shock. I did personally go and look at the sight and did not find it to be excessive. Tom and Jeff are doing a good job at making sure that if two vehicles are passing each other in the night, they don't have to get so far off the road with danger of having their car get smacked, mirrors being taken off or that sort of thing. Actually this time of year folks are moving campers and a lot of folks who have higher campers can have covers taken out from air conditioners and that sort of thing."

"The mower had an ignition wire come loose behind the ignition panel which was an easy fix, but now we know if that happens again, what we need to look for. A stick had shot up in there and got the wire just right to make the wire come loose."

"We lost hot water here in the Clubhouse for about a day and a half. Trouble Shooters came in to look at that and did some rewiring. The boilers are wired to read the temperature outside so the boilers don't have to overwork to maintain certain temperatures and the boilers were also hooked up to the water heater. Water heaters don't like to do that because they are set to a certain temperature so the rewiring has taken care of this issue. We will keep an eye on that."

"I want to thank our employees; Jeff and Tom, and unfortunately Claudia and Bob will be leaving us here in the next week or so to go south."

## **VII. Committee Reports:**

Safety: Bob Pelfrey reported the following:

There was one dog attacking another dog in which the Member was injured while walking her dog. Bob thanked all the Members who are now stopping at the stop signs and urged others to do the same.

Activities: Carolyn Neal reported the following:

There were about 20 people who came to the plant exchange this year. There were more plants this year than they knew what to do with. Only about 4 people were the same as previous years, most who attended were new this year and people stopped early and later in the day this year. Carolyn stated that even if you do not have plants to share, you can attend and take plants home. Next year they are going to have the exchange the last week in September when it isn't so cold.

Campground Committee: Fred Witchell reported the following:

The posts are up and the lines are painted for the storage sites so Members will know where their campers are supposed to go. The play area and the dump station have been painted by Belinda Wilson. He stated she did an excellent job and spent 3 days at the Campground painting. He is looking at painting the merry-go-round and the swing set but will need to purchase more paint, also the merry-go-round needs to be greased. He asked that Members please use a lot water when using the dump station to alleviate problems with the system becoming plugged. Scott also stated that Jeff and Tom are making it part of their routine maintenance to flush the system.

EPC Committee: No report was given.

Election Committee: Vicky reported the following:

The Election Committee met to go over the forms for the 2016 Election and only dates were changed to correspond with next year's schedule. The insertion of the Election tie that was approved at the Annual Meeting will be included into the Bylaws.

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

**IX. ManagerPlus Report:**

Scott reported that ManagerPlus could not be retrieved from the hard drive of the crashed computer. Director Pryde's son who is quite a computer technician is going to take a look at it and do his best to do what he can. John and Scott contacted ManagerPlus and they are working with them to get it back up and running again. They will upload all the assets back on the computer without a charge. They will also update the program and all of this will take place at a time when Scott doesn't need his computer. ManagerPlus also offered suggestions to back up the system correctly.

**X. Unfinished Business:**

Ongoing Clubhouse Repairs:

President Bridges informed Scott that bids are needed for carpeting for the foyer, the hallway and the Secretary/Treasurer's office. She asked for a committee to form and research commercial grade carpeting and installation. Director Dombrowski stated he would do research and have suggestions by the next meeting. Gwen Wood stated she would volunteer to help also.

There were only 2 sealed bids for siding received as of meeting time so the bids were not opened. This topic was discussed further as to what is really needed to do the job.

*(4) Director Allen moves to hire a General Contractor with Commercial experience for the Clubhouse exterior improvements, 2<sup>nd</sup> by Director Witchell. Roll call vote,  
Ayes – Directors Dombrowski, Witchell and Allen.  
Nays – Directors Bryant and Holzer  
Motion carried.*

President Bridges appointed Director Bryant, Jerry Bridges, Director Witchell and herself to help interview General Contractors.

**XI. New Business:**

*(5) Director Holzer moves to change the start time of the December, January, February and March Board Meetings to 11:00 am, 2<sup>nd</sup> by Director Allen.  
All Ayes, motion carried.*

Scott gave reports on the Winter Storage reservations and availability and also a Boat Slot report stating that there is only about one left at each lake.

There was discussion in regards to the Clubhouse being open on Thanksgiving Day. It was determined that there hasn't been enough interest for the last two years so the Board's decision is to NOT have the Clubhouse open on Thanksgiving Day.

*(6) Director Dombrowski moves to revise the previous Swimming Pool Rule Policy to allow common pool/swimming toys to be used in our Association pool per the Supervisor's discretion and allow \$500.00 towards the purchase of said toys, 2nd by Director Bryant.  
All Ayes, motion carried.*

*(7) Director Holzer moves to purchase the winter road salt from Sargent Dock @\$69.00 per ton plus tax and delivery charges, 2nd by Director Witchell.  
All ayes, motion carried.*

*(8) Director Bryant moves to purchase blades for the Grader from AIS in the amount of \$1,786.12 plus delivery charges as needed, 2nd by Director Allen.  
All Ayes, motion carried.*

Scott discussed the need and storage spot of the defibrillator and the Board directed him to put it in a place where anyone has access to it and purchase the necessary electrodes for it.

The "After Hours Emergency Maintenance" telephone number posted and listed in the Birch Bark and Website was discussed. Scott asked the Board if it could be called "After Hours Maintenance Number" and also list "911" for medical emergencies and fires. The Board agreed to this change.

The Bus/Gate issues were discussed. The Board determined that the School Superintendent should be contacted for a resolution. President Bridges and Scott will set up a meeting.

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

*(9) Director Dombrowski moves to adjourn the meeting at 12:45 pm to closed session, 2nd by Director Allen.  
All ayes, motion carried.*

**XIII. Closed Session:**

A legal matter was discussed with no motions made.

An employee compensation matter was discussed. During this discussion Director Dombrowski had to leave and Director Pryde joined the meeting.

*(10) Director Pryde moves to add 16 hours per pay period for Tom Alsup from November 1st to April 30th to be reevaluated in May for the following year, 2nd by Director Bryant.  
All ayes, motion carried.*

*(11) Director Bryant moves to issue Tom Alsup a 25 cent raise per hour, 2nd by Director Pryde.  
All ayes, motion carried.*

At this time the Board returned to open session.

*(12) Director Allen moves to ratify the above motions made in Closed Session, 2<sup>nd</sup> by Director Bryant.  
All ayes, motion carried.*

**XIV. Adjournment:**

Meeting was adjourned at 2:28 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky  
Secretary/Treasurer