

White Birch Lakes  
Board of Directors Meeting Minutes  
September 13, 2014

**I. Call to Order:**

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

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

Invocation given by Director Holzer.

The Pledge of Allegiance was recited by all present.

**II. Additions to the Agenda:**

Unfinished Business:

Director Bryant: Confirmation of Tree Cleanup on Lot 98 (inserted after Ratify Email motion of Lot 98 purchase offer)

New Business:

Director Holzer: Plant Exchange Expense Request  
Waiver and Release of Liability Form  
Vending Machine

Director Holzer also asked if Agenda item "Rename Development Fund per Auditor's Advice" could be moved ahead of "Transfer of Surplus from Annual Audit". President Bridges approved this request.

**III. Approval of Minutes:**

*(1) Director Treppa moves to approve the August 9, 2014 meeting minutes, 2<sup>nd</sup> by Director Allen.*

*All Ayes, motion carried.*

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

*(2) Director Bryant moves to approve the financial reports for August 2014 as presented, subject to the Auditor's approval, 2<sup>nd</sup> by Director Allen.*

*All ayes, motion carried.*

*(3) Director Treppa moves to pay the bills for September 2014, 2<sup>nd</sup> by Director Bryant.*

*All ayes, motion carried.*

**V. President's Report:**

President Bridges commented that it was a wonderful Labor Day weekend in spite of the rain. The Hot Dog Roast was well attended. Everyone had a good time around the campfire talking and listening to the music. The rain held off so there was no damper to the occasion. The Putt Putt Tournament was also well attended by both children and adults. The weather was beautiful and the new course is great. President Bridges thanked Dorothy, Stacy, and Dawn for all their hard work. She also stated the new golf course is wonderful, stating that Josh did a great job, and encouraged everyone to come up to the Clubhouse and try a round.

President Bridges sadly reported that there was a small dog attacked while being walked on a leash by her owner. The Yorkie, Daisy, required medical attention and is recovering from her trauma. The owner was also slightly injured. Again, President Bridges reminded Members that we do have a leash law in White Birch so for the dog's safety and others, please keep your pet contained. If you observe dogs running loose, please call Animal Control for intervention.

In regards to the ongoing lawsuit, President Bridges stated the Judge made a ruling that Members could not store their campers on their lots from October 31<sup>st</sup> to Memorial Day weekend. The White Birch Lakes Recreational Association Board will enforce removal of camping units and other camping equipment. Members should make arrangements to remove their campers to storage by the end of October. President Bridges thanked all Members for their cooperation and patience over the long court case.

President Bridges closed with stating there will be Special Event sign up sheets for Members to participate in organizing and working fun events for all Members which will encourage activities and socialization among Members. Please check the Board for more information.

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

Alice stated it seems like summer just started and we are already heading back into winter, and sadly, the summer and seasonal Members are packing up and heading out. She also stated that everyone will be missed.

Hours for the swimming pool are now back to the winter hours which means it is no longer open Monday, Tuesday and Thursday evenings. The extra hours during the summer months were enjoyed by many Members.

Alice thanked a couple of former Members, Juice and Dianna Calandro, for all their help while they were Members of the Association. Juice volunteered on several projects and took the food donations to the Food Pantry for distribution and Dianna was one of the Birch Bark volunteers that get the newsletter ready for mailing each and every month.

Many new requests for storage are coming in both for the Campground and the Storage Area and Alice stated all Members who had a site previously have been contacted and reminded to renew as soon as possible if they still want a site. The deadline for the renewal was July 31<sup>st</sup>. If you have not renewed please contact Alice and it will be taken care of. She doesn't want any Member to be disappointed if their former site is no longer available if not renewed already. Alice also reminded Members that they are required to be a "Member in Good Standing" in order to store campers at the Association.

Alice reported Jeff and Tom in Maintenance continue to keep busy with the roads, lawn mowing, campground, lakes, swimming pool, trees, bushes, equipment and everything else that keeps the Association running. They just finished putting up new posts around the back of the Clubhouse parking lot area and it is a daily balancing act on what gets taken care of, doing their best with the necessary tasks and their time to work on them.

Waste Management is having a household hazardous waste collection day on Wednesday, September 17<sup>th</sup>, which is a great way to get rid of any hazardous waste that can't be put in the trash. There is a posting on the bulletin board or contact Alice for more details on what can be accepted and what is not acceptable.

Alice also thanked Dawn and Stacy for putting the Putt Putt Tournament on August 31<sup>st</sup> together, Mary Alice Harrington for the garage sale on August 30<sup>th</sup>, Fred Witchell for the fence at the Campground, and Dorothy for the Bon Fire on August 30<sup>th</sup>. There were also volunteers that helped with these events and Alice thanked everyone who donated their time and expertise to these projects. A lot of work was put into these events and it is nice to see activities that promote togetherness for the White Birch Lakes family.

Alice closed by thanking all her employees who continue to do great work for the Association. Jeff and Tom in Maintenance, Bob in Safety, Claudia at the Campground bathhouse, Pamala and Shaina in the Clubhouse.

## **VII. Committee Reports:**

### Campground report:

Director Kevin Dombrowski reported for Fred Witchell who apologized for not being able to be present. The new walking path is in and Kevin stated it looks great. The new fence is also up and boulders have been placed to prevent ATV traffic and Kevin stated it looks awesome. Fred also wanted to thank all the people who helped; Bob Pelfery, Richard Helm, Ron Perkins, and Bill Carrasco. Kevin also thanked Fred for doing all of this work and stated hopefully some of the ATV traffic will be eliminated so close to the playground. The Campground is all set up for winter storage and the posts, or the signage indicating where each individual storage lot is at, is finished and the lines have been painted. Kevin also reiterated Alice's comment about reservations being made as soon as possible to avoid not getting a spot. Director Holzer also commented that metal posts have been placed indicating where the dump station is so that people know that area can't be traveled over. Director K. Dombrowski once again thanked all the Members that were responsible for building the grill and stated that it is awesome and a great addition to the gazebo area.

### EPC Committee:

John Pryde reported the following approvals:

Lot 704, Accessory Building and Tree Removal

WBLRA Campground, Fence

Lot 591 & 592, Accessory Building and Tree Removal

Lot 581 & 582, Tree Removal

John stated there is one tree with a lot of bark missing that is leaning towards the house on Lots 581 & 582 that the Member did not list and it has been determined this tree is actually on Lot 570 which is owned by WBLRA. John asked the Board if they want to permit the Member to take it down or if WBLRA should take care of it. John also asked if he could get the original EPC request forms sent to his email so he can make a few changes to present to the Board for approval so they coincide with the C & R's. Vicky was instructed to provide John with the originals.

### Safety:

Bob Pelfery stated he didn't have anything to report. Director Kevin Dombrowski thanked Bob for taking care of the incident that happened over Labor Day weekend and how it was handled.

Director Holzer stated that Anne Hobart asked her to report that she has been working on plant identification within the Association, which she volunteered to do at the last meeting, along with Rebecca Hastings and Phyllis Willoughby. If anyone else is interested in helping, please call Anne. Her telephone number is 989-588-6322.

No other committee reports were given.

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

### **IX. Unfinished Business:**

*(4) Director Bryant moves to ratify the email motion to accept the purchase offer on Lot 98 and to include a roll call vote today for clarification, 2<sup>nd</sup> by Director Treppa. Roll call vote,  
Ayes – Directors B. Dombrowski, K. Dombrowski and Holzer  
Nays – Directors Bryant, Allen, Treppa and President Bridges  
Motion failed.*

*(5) Director Bryant moves to form a committee to make recommendations for temporary fixes on the Clubhouse roof for this winter on or before the next Board meeting and to provide information for the possibilities of long term fixes for spring, 2<sup>nd</sup> by Director B. Dombrowski.  
All ayes, motion carried.*

At this time, President Bridges appointed Director Bryant to be the Chairperson of this committee and Director K. Dombrowski to be the Chairperson of a committee to do the same for the Campground Ventilation.

(6) Director Holzer moves to hire Gilboe's Lock & Safe LLC to install the surveillance cameras at the Entrance, Campground, Dumpsters and Pavilion area, 2<sup>nd</sup> by Director Treppa. This item has been tabled until further bids are received.

(7) Director Holzer moves for Vicky to proceed in submitting a claim for the CE Design, Ltd. v. Matrix Ls, Inc. Class Action Lawsuit Settlement on behalf of White Birch Lakes, 2<sup>nd</sup> by Director Treppa. All ayes, motion carried.

**X. New Business:**

President Bridges directed Alice to put notices on the bulletin boards at the Campground, Entrance and Clubhouse about the removal of campers from lots by October 31<sup>st</sup>, and also notices posted in the Birch Bark and on the Website. President Bridges and Alice will contact the Attorney for further direction and compliance clarification for the notices.

(8) Director Holzer moves to accept Coyne Oil Corporation's bid for the 2014-15 season for propane per the following pricing, 2<sup>nd</sup> by Director Bryant:

Association: \$1.59.9 if paid within 8 days of delivery  
\$1.69.9 if not paid within 8 days

Members: \$1.69.9 for first fill  
\$1.84.9 with pre-buy price through 9/30/14. (Must call the Clare Office.)  
\$1.94.9 without pre-buy if paid within 8 days of delivery  
\$2.04.9 without pre-buy if not paid within 8 days of delivery

All prices above are based on gallons contracted.

All ayes, motion carried.

(9) Director K. Dombrowski moves to accept the changes to the WBLRA Workforce Drug-Free Policy & Procedure, 2<sup>nd</sup> by Director Bryant.

All ayes, motion carried.

(10) Director Holzer moves to rename the "Development Fund" account to "Capital Improvements Fund" per the Auditor's recommendation, 2<sup>nd</sup> by Director K. Dombrowski.

All ayes, motion carried.

(11) Director Holzer moves to transfer the surplus amount from the Annual Audit in the amount of \$62,518.00 from the First Money Gold account to the Capital Improvement Fund account, 2<sup>nd</sup> by Director Bryant.

All Ayes, motion carried.

(12) Director Holzer moves to approve up to \$150.00 for the Plant Exchange event expenses, 2<sup>nd</sup> by Koren. Roll call vote,

Ayes – Directors Holzer, Allen, Treppa and President Bridges

Nays – Directors B. Dombrowski, Bryant, K. Dombrowski

Motion carried.

(13) Director K. Dombrowski moves to have an Attorney review the "Waiver and Release of Liability" for feasibility and clarification for the protection of the Association, 2<sup>nd</sup> by Director Allen.

All ayes, motion carried.

(14) Director K. Dombrowski moves to have the EPC Liaison inspect the tree in question on Lot 570 and for Alice to get 3 bids for the removal of the tree, 2<sup>nd</sup> by Director Treppa.  
All ayes, motion carried.

(15) Director Bryant moves to send the dollar changer from the vending machine for repair, 2<sup>nd</sup> by Director Holzer. Roll call vote,  
Ayes – Directors B. Dombrowski and Bryant  
Nays – Directors K. Dombrowski, Holzer, Allen and Treppa  
Motion failed.

(16) Director B. Dombrowski moves to purchase a new dollar changer for the vending machine at a cost of approximately \$125.00, 2<sup>nd</sup> by Director Bryant. Roll call vote,  
Ayes – Directors B. Dombrowski, Bryant, K. Dombrowski, Holzer and Allen  
Nays – Director Treppa  
Motion carried.

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

(17) Director B. Dombrowski moves to rescind his above motion (#16) to purchase a dollar changer for the vending machine, 2<sup>nd</sup> by K. Dombrowski. Roll call vote,  
Ayes – Directors B. Dombrowski, K. Dombrowski, Holzer, Allen and Treppa  
Nays – Director Bryant  
Motion carried.

(18) Director K. Dombrowski moves to adjourn to Closed Session, 2<sup>nd</sup> by Director Allen,  
All ayes, motion carried.

**XIII. Closed Session:**

(19) Director K. Dombrowski moves to increase Claudia Pelfery, Bob Pelfery, and Pam Herber's current wage, 2<sup>nd</sup> by Director Allen. Roll call vote,  
Ayes – Director K. Dombrowski, Allen, B. Dombrowski and President Bridges  
Nays – Directors Holzer, Treppa and Bryant  
Motion carried.

(20) Director K. Dombrowski moves to ratify the motion approved in closed session, 2<sup>nd</sup> by Director B. Dombrowski.  
All ayes, motion carried.

**XII. Adjournment:**

(21) President Bridges moves to adjourn the meeting at 2:00 p.m.  
All ayes, motion carried.

Submitted by,

Vicky McClusky  
Secretary/Treasurer