

White Birch Lakes
Board of Directors Meeting Minutes
September 10, 2016

I. Call to Order:

Director (1st Vice President) Pryde called the meeting to order at 10:03 a.m.

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

Absent: President Bridges

Invocation: Dawn Holzer

The Pledge of Allegiance was recited by all present.

II. Additions to the Agenda:

Old/New Business:

Director Holzer: 3rd Brine

III. Approval of Minutes:

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

All Ayes, motion carried.

IV. Income Statements-Treasurer Reports:

(2) Director Dombrowski moves to approve the financial reports for August as presented, subject to the Auditor's approval, and also the Payables for September as presented, 2nd by Director Holzer.

All Ayes, motion carried.

V. President's Report:

Director Pryde reported the following for President Bridges:

“The summer is winding down and some trees are already beginning to turn their beautiful fall colors. At White Birch we are getting ready for the exterior remodel of the Clubhouse. Scott, our Supervisor, will give you more information about that in his report.”

“We would like to give you some follow-up information regarding the lawsuit that began in 2011. I will provide a summary of its conclusion as follows:

“Prior to the Michigan Supreme Court's entry of its April 15, 2016 Order DENYING the request by the Plaintiffs and the Association for its review of Judge Mienk's and the Court of Appeals decisions, the case continued to be pending. The requests to the Supreme Court to hear the case were the last available legal avenues. The Order of the Michigan Supreme Court ends that avenue and the case is CONCLUDED and FINAL. The final result is that Judge Mienk's Final Order remains intact. That Order states that the campers and trailers MUST be removed by OCTOBER 31st of each year until Memorial Day weekend of the following year. Permits for temporary camping (but not storage) are available in the off-season. The Association DOES NOT, however, have the authority under the Covenants and Restrictions to make rules limiting the number of campers on a single lot to ONE. There will be notification in the Birch Bark this month and in October that the case is FULLY CONCLUDED, the campers and trailers must be removed by October 31st, and failure to do so will result in immediate legal action by the Association.”

VI. Supervisor's Report:

Scott reported the following:

“Summer is almost over and it is time to plan for the fall. Hours for the swimming pool and Clubhouse are now back to the Winter hours which means we are no longer open past 4 pm on Mondays, Tuesdays and Thursdays. Please be aware that there will be renovations to our Clubhouse exterior starting this month and up to and including shutting down of the pool for a much needed painting. Please keep an eye out for notices posted on the front door of the Clubhouse for a schedule of these projects.”

“Many new requests for storage are still coming in for Campground and Storage and in the spirit of being Member friendly we continue to remind Members who had those sites previously to PLEASE renew them as soon as possible. As a quick reminder, lot Owners, your campers must be pulled from your lots by October 31st. You may store your campers in Winter Storage at any time but you may not store campers in the Campground Winter Storage until October 1st.”

“Our Maintenance team continues to work hard on keeping our roads ready to include additional brine that has been tentatively scheduled for the 13th and 14th of this month. Please be aware that as your trees start to drop their leaves that you do not push, pile or blow them into or across our roads. They will act as wing dams and cause water to run in directions that will cause damage to your fellow Members driveways. The Old Maintenance area has new signs directing you where to place your brush and leaves so PLEASE, PLEASE continue to use this area appropriately for it is a CONVENIENCE NOT AN AMENITY. A tree service professional will be felling trees in the Campground area sometime late September through October including trees around the pavilion. If you are interested in firewood, it will be available.”

“As you begin or continue winterizing your campers for storage, understand that our Campground Dump Station is functioning but please be mindful of using plenty of water when you dump your camper. Please do not discard wipes, paper towels or cotton based products so that we can insure that backups will be limited and that area will continue to be clean for Members to use.”

“Waste Management is having a household hazardous waste collection day on Wednesday, September 21st 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 here in the Clubhouse or you contact the Supervisor for more details on what can be accepted and what is not acceptable.”

“Our Association is blessed to have a caring staff of individuals that go beyond what is asked of them on a continuous basis and we would like to recognize Bob Pelfery and Georgia Romine. On the first day of school, we had a couple of young students who on the walk back from the bus stop got temporarily confused and were wandering. Bob recognized they were in need of direction and brought them up to the Clubhouse. Georgia Romine was working at the time and also volunteers at our bus stop so she was able to recognize them and get them to where they needed to be. Thank you Bob and thank you to all of our employees for your dedication to caring for this Association.”

At this time, Director Dombrowski stated that Members who would like to take the wood from the September removal need to come in to the office and sign a waiver and release before doing so to protect the Association.

Director Dombrowski also asked if Winter Storage is at full capacity and if not, what percentage is reserved. Scott stated the capacity is around 85 percent but there are still available spots for both the Campground and Storage Areas. Director Bryant suggested that available spots for Members who have not formally reserved their spot from last year be given to new Members seeing as the approved deadline has past.

VII. Committee Reports:

EPC Committee: Secretary/Treasurer Vicky reported the following due to a Chairperson not being appointed for this year. (This report was corrected later in the meeting from what was stated):

There were 2 tree removal requests, 1 detached garage, 1 deck and 1 contiguous lot status that were approved for the month of August. No new C & R violations were documented for the month of August. Director Pryde asked Christine Palitti Bailey to act as Chairperson with his guidance until a Chairperson can be named at the next meeting.

Campground Committee: Director Dombrowski reported that he drove through the Campground Friday night and everything was in order and looks clean. He also stated that Bob and Claudia do an excellent job on the restrooms, as usual, thanked them and stated they go above and beyond. Also, he stated there were a few spots being utilized and he seen all the trees that are marked for cutting and removal.

Director Allen stated he drove through the Campground Saturday morning and everything looked good and there wasn't any trash on the ground.

Activities: Carolyn Neal stated the Plant Exchange will be October 1st at 1 pm. and asked the Board's approval for \$75.00 to use towards expenses.

Director Holzer mentioned the sheet posted on the bulletin board asking for volunteers to come on Saturday, September 17th at 10 am to help clean-up the landscaping in the large garden in front of the Clubhouse for new planting in the fall.

*(3) Director Holzer moves to approve \$75.00 for the plant exchange for expenses, 2nd by Director Allen.
All ayes, motion carried.*

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

IX. ManagerPlus Report:

Scott stated that the reports that are past due from last month's meeting have not changed and there are no new reports.

Director Holzer asked about the work order for the Pickup truck bed to see if any figures have been discussed and if a flat-bed would be more feasible. Scott stated that he and the Maintenance team have been discussing what would work best. It has been discussed that a bed with tool boxes would work better than what they have now. The Board directed Scott to get bids and present them at the next Board Meeting.

X. Unfinished Business:

Ongoing Clubhouse Repairs:

Scott reported that there is a contract to be discussed and signed. It was decided that the Board would go over and discuss the contract in Closed Session.

*(4) Director Bryant moves to approve the bid from Kelly's Tree Service in the amount of \$3,100.00 for the tree removal in the Campground with the funding to be taken from the Capital Improvement Fund, 2nd by Director Allen.
All Ayes, motion carried.*

*(5) Director Dombrowski moves to table the Agenda Item of “Holiday Lake Dock Replacement” pending further information and pricing, 2nd by Director Holzer.
All ayes, motion carried.*

The Board directed Vicky to contact Fred to see if he has any further information and pricing.

Director Pryde stated that the Appointment of Committee Members will be tabled until the next Board Meeting when President Bridges is present. He asked Christine Palitti Bailey to act as Chairperson until President Bridges can formally appoint a Chairperson.

Director Pryde stated that the Agenda Item of “Master Plan Draft” was only to give an update that he is working on the report and this will be something that all Members can be involved in. Members will be able to fill out a form and submit to the Board of items that they would like to have considered as projects. It will be an ongoing process and will take more time before it is presented to the Members.

XI. New Business:

At this time, Vicky stated that Christine Palitti Bailey commented on errors in the EPC report during the break and Vicky stated the correct item numbers to the EPC report which is printed above under Committee Reports. Vicky also apologized for the errors.

*(6) Director Bryant moves to approve Dorothy Howard’s bid to prepare the Annual Audit for the next three fiscal years at a cost of \$4,000.00 per year, 2nd by Director Getz.
All Ayes, motion carried.*

In regards to the Agenda Item of “Swimming Pool Painting” the Board directed Scott to provide them with an estimated cost by email so the project can be scheduled for the same time as the Clubhouse Exterior Renovations project.

*(7) Director Dombrowski moves to table the Swimming Pool Painting project pending further information, 2nd by Director Bryant.
All ayes, motion carried.*

*(8) Director Dombrowski moves to table the Entry Gate System Repairs and Upgrades pending a meeting with a Sales Representative from Van’t Hof Door and Gate Systems to get further information, 2nd by Director Allen.
All ayes, motion carried.*

At this time, Vicky reported that the number of Members as of this date that have stated they need to have their Birch Bark MAILED each month is 27.

Director Holzer asked the Board for their opinion on holding off for the third brine seeing as so much rain has fallen lately. The Board discussed the issue and Scott was directed to continue with the third brine as scheduled.

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

*(9) Director Bryant moves to adjourn the regular meeting at 12:15 pm to Closed Session, 2nd by Director Getz.
All Ayes, motion carried.*

XIII. Closed Session:

(10) Director Dombrowski moves to accept Harsh General Building, Inc. as the contractor for the Clubhouse Exterior Renovation project, with the additions/changes discussed, incorporated into the contract, 2nd by Director Allen.

All ayes, motion carried.

A legal matter was discussed with no motions made.

(11) Director Pryde moves to adjust an employee's compensation, 2nd by Director Dombrowski.

All ayes, motion carried.

The Board of Directors returned to Open Session at 1:50 pm.

(12) Director Dombrowski moves to ratify the above motions made in Closed Session, 2nd by Director Getz.

All Ayes, motion carried

XIV. Adjournment:

Meeting was adjourned at 1:55 pm with all Board Members voting Aye.

Submitted by,

Vicky McClusky
Secretary/Treasurer