

White Birch Lakes Recreational Association
Board Meeting Minutes
May 12, 2012

I. Call to Order:

President Stephens called the meeting to order at 10:07 a.m. Board members present: President Stephens, 2nd Vice President Holzer, Director Crook, Director Dombrowski, Director Bryant, Director Griswold and Secretary, Elaine Carrasco. Absent due to illness, Director Cox-Perkins.

Invocation led by Director Holzer followed by the Pledge of Allegiance led by President Stephens.

II. Addition to Agenda:

President Stephens strikes from the agenda:
EPC permit turnaround
Collection Policy

New Business:

Director Griswold adds:
Policy and procedure resolution

III. Approval of Minutes:

(1) Director Holzer moves to approve the April minutes, second by Director Griswold, carried.

IV. Income State-Treasurer's Report:

None given due to audit cleanup.

(2) Director Holzer moves to pay the bills, second by Director Griswold, carried.

V. President's Report:

Good morning:

Good to see so many people here today. I'd like to start by saying welcome back to the campers!! It's been a long winter and we're happy to have you back! Please remember to check the fire danger warning sign near the front gate at each visit to keep appraised of the current fire risk.

Please keep our neighbors and friends that are battling serious health concerns in your thoughts and prayers, especially Brian Kozlowski, Keith Geyer, Kindra Norlander and Pat Graham.

Spring has certainly sprung these last couple of weeks with the hummingbirds, red-winged blackbirds and Baltimore Orioles back at the feeders and the Loons back on White Birch Lake! It won't be long now before we see our first fawns of the year.

The roads are scheduled for brining on May 15th & 16th. Please remember that it is illegal to dump any hazardous materials such as motor oil on the roadways as environmental laws must be strictly adhered to for dust control. If anyone is caught dumping hazardous materials on the roadways, the authorities will be contacted immediately. You will be prosecuted to the fullest extent of the law and will be responsible for all costs associated with the hazardous materials clean-up.

The first holiday weekend of the summer is just around the corner. Don't forget that the annual garage and bake sales are scheduled for Saturday, May 26th from 9:00 until 5:00.

Thank you.

VI. Committee Reports:

EPC Chair, Chick Witchell reports tree removal applications approved for lots 1324, 936, 334 & 335, 678, 660 & 661 and 347.

The following accessory building applications were approved:

Lots 167, 168, 169; 12X24 building approved.

Lots 334, 335; 30x32 building approved.

Lots 894; 12x16 building approved.

Chick states the EPC committee agrees with a 6 month time line for tree removal approvals, Mr. Brandt will be updating the sheet with this change. Chick was asked to hold off on that update until the board has time to discuss it.

Activities committee, Dawn Holzer reports the next event is the garage/bake sale. The sign up sheet is posted on the bulletin board. Bake sale donations should be dropped off at the bus stop. All proceeds go to the activities committee for future events.

We are also sponsoring a volunteer clean up of our "lost park" on Saturday June 16th @ 10:00 a.m. That would be the park located on White Birch Lake, right behind the big parking lot. Lunch will be provided by the activities committee. Please bring rakes, shovels, gloves, and chain saws. Help WBLRA be all it can be by volunteering.

Campground committee chair, Fred Witchell reports maintenance has painted the picnic tables and will be moving them back into the campsite after the campers have moved out for the season.

Fire rings will be moved into position and he hopes that they are not moved around.

Campers digging to move rings have exposed electrical wires in the past.

Opening the "walking trails" in the campground should be completed this coming week.

This trail is a mile long trip. This trail is for walking only, not for motorized vehicles.

Trail is marked by red x's on the trees. We will be putting up wood duck boxes along the trail. Call Fred if you would like to be on the campground committee.

Two things we will be improving, the walking trail and the mini golf course. We need to clean up a few camp sites, make them a little bigger.

Please burn in the fire rings, due to high fire danger levels. Fred said the fire chief of Lincoln Twp. has come up with a Smokey the Bear for our fire sign and Fred will be picking it up.

Director Dombrowski reports that the spigots outside the bathhouse were shut down by the health department, they are not broken.

We also have an issue with a shower stall backing up; Teresa is taking care of that for us. The extra keys were found for the bathhouse, we thought we ran out, but they were hidden in another location.

VII. Comments: (agenda items only)
Available at the clubhouse

VIII. Unfinished business:

(3) Director Dombrowski moves to accept the highest bids for both Modine Heaters, second by Director Holzer, carried.

(4) Director Bryant moves to accept the proposed by law amendment as Follows:

The term of office of the appointed Director's seat up for election is for the duration of the original Director's term so as to retain the rotation listed in Article VII, Section 1, 'Number and Terms of Directors'. The elected Directors receiving the highest number of votes will automatically assume the 3-year terms; the elected Director(s) with the lowest number of votes will automatically assume the partial term(s) to complete the original Director's term(s). Any tie will be resolved by the toss of a coin or any other method agreeable to all parties involved in the tie.

second by Director Crook, carried.

(5) Director Griswold moves to ratify the e-mail vote to exchange one old campground restroom key for one new comparable campground restroom key, for example:

one old female key, for one new female key, one old male key, for one new male one, at no cost to the member. Any member wanting to purchase or replace additional keys will pay \$5.00 for each key, the \$5.00 cost is to purchase the key, there is no deposit, second by Director Holzer, Ayes by Stephens, Holzer, Griswold, Dombrowski and Cox-Perkins; nay by Director Crook, motion carried.

(6) Director Griswold moves to ratify an e-mail vote to accept the

bid from Fishers: @\$9.45 per ton in train for gravel to do the roads, Second by Director Holzer, motion carried.

- (7) Director Holzer moves to accept the proposal from Central Asphalt for option #2 (\$10,980.00) and #4 (\$3,166.00), and to clarify whether the proposal includes compacting and fine grading, be it known that in 2010, \$13,000.00 was earmarked and approved for this improvement, the balance of \$1,146.00, along with the original earmarked amount of \$13,000.00 to come from the savings, second by Director Griswold, carried.*
- (8) Director Dombrowski moves to accept the lowest bid on septic tank pumping, second by Director Crook, carried.*

IX. New Business:

- (9) Director Holzer moves to accept the proposal from Advance Business Machines, on a 3 year copier lease, second by Director Dombrowski, ayes: Director Dombrowski, Holzer, Bryant, Griswold, Stephens; nay: by Director Crook, carried.*
- (10) Director Griswold moves to adopt the petty cash policy, amended to revise the policy cash limit to \$300.00, second by Director Holzer, carried.*

President Stephens appoints Director Bryant as EPC liaison.

- (11) Director Crook moves to ratify the EPC committee appointment second by Director Dombrowski, amended to include that this is the only committee lacking a liaison, Director Holzer requests a roll call vote:*

Ayes:

*Director Dombrowski
Director Crook*

Nays:

*Director Holzer
Director Griswold
Director Stephens
Motion Failed.*

- (12) Director Holzer moves to change the EPC cutting permit, to three months duration, with extension ability of an additional three months at the discretion of the EPC committee, second by Director Griswold, ayes: Griswold, Stephens, Holzer, Crook, Dombrowski. nay: Bryant*
- (13) Director Griswold moves to adopt the following resolution, second by Director Dombrowski, carried.:*

Whereas, the board of directors deems it necessary to be pro-active in establishing policies and procedures that align with and support our Association By-Laws and Covenants and Restrictions: And whereas, the Board of Directors of White Birch Lakes Recreational Association affirm that from time-to time certain policies may be necessary to facilitate the efficient operation of the Association, including the clarification of provisions in other documents or as may be required by law

Now, therefore,

BE IT RESOLVED that the Board of Directors of White Birch Lakes Recreational Association, when drafting new policies or revising current policies, as necessary, shall follow the guidelines listed herein

BE IT RESOLVED that when the Board of Directors shall deem a new policy necessary or a current policy to be revised, the Board will verify that the current governing documents of the Association or Michigan law grant the Board the authority to adopt such a policy and that the new policy or policy revision is supported by and does not violate the current Association By-Laws, Covenants and Restrictions

BE IT RESOLVED that in determining the need for such a policy or revision, the immediate and long-term impact and implications of the policy are taken into consideration

BE IT RESOLVED that the Board of Directors, upon adoption or revision of a policy shall immediately give notice of such policy to all members, including effective date and said notice shall be given by any reasonable method as determined in the sole discretion of the Board of Directors.

BE IT RESOLVED that in the adoption and revision of Associations policies, the Board of Directors shall keep copies of any and all adopted policies in a book designated as the Policies and Procedures of White Birch Lakes Recreational Association. Each policy shall have listed its original and all revision dates contained therein.

(14) Director Dombrowski moves to rescind the previous key motion, second by Director Crook, carried.

(15) Director Dombrowski moves to exchange keys, on a key for key basis, with a 2 set limit until the supply is replenished, so all members can get a set of keys, members already charged for new keys, their \$5.00 will be refunded, second by Director Bryant, carried.

(16) Director Bryant moves to allow swim lessons in the clubhouse pool as in the past, second by Director Crook,

Roll Call results:

Nays:

Griswold

Holzer

Stephens

Ayes:

Crook

Dombrowski

Motion fails.

X. **Comments from the Floor:**
Available from the clubhouse.

XI. **Adjournment:**
*(17) Director Holzer moves to adjourn, second by Director
Dombrowski, carried.*

Meeting Adjourned at 1 p.m.

Submitted by,
Elaine Carrasco