

White Birch Lakes
Board Meeting Minutes
November 10, 2012

I. Call to Order:

President Isaac called the meeting to order at 10:00 a.m. Board members present: Isaac, Bryant, Dombrowski, Cox-Perkins, Holzer, Griswold, Stephens and the Secretary.

Director Holzer led the membership in prayer followed by the Pledge of Allegiance led by President Isaac.

II. Additions to the Agenda:

New Business:

Griswold; EPC Letters
Holzer; Gift Cards
Isaac; Clubhouse Drains
Dombrowski; Drug Screening
Isaac; After hour's power

Old Business:

Bryant; C&R's

III. Approval of the Minutes:

(1) Director Cox-Perkins moves to approve the October Minutes, carried.

IV. Income Statement-Treasurer's Report:

(2) Director Stephens moves to accept the Treasurer's report, carried.

(3) Director Cox-Perkins moves to pay the bills, carried.

V. President's Report:

President Isaac had a lengthy meeting with maintenance and the supervisor; they have been meeting every two weeks to review a list of what they have accomplished. They had a lot of clean up due to high winds from Sandy, especially tree cleanup on Maple, Mockingbird and White Birch Lane. Campground baths were cleaned; they picked up the grader, met with Four Seasons about a small leak in the clubhouse roof, repaired a gas leak on the dump truck and met with people about the pool dehumidifier.

One of the motors on the pool dehumidifier caught fire, fortunately it was just the insulation and wire, not enough combustible material for the fire to spread; we could have lost the clubhouse. There are four motors in the dehumidifier, not only was one burnt, but in looking at the other side of the dehumidifier, one of the housings for a motor had a large hole in it, they are in terrible condition. It will have to be replaced rather than repaired. Our insurance may cover a portion of the expense; we are waiting to hear about that. I have

directed Alice that if we get a new one the housings need to be a plastic or pvc material and must have thermal cut off protection on the unit.

Also, we do not live in Mt Pleasant or Midland and do not have equipment that sucks up leaves off the roads. What picks up the leaves is the road grader, and then they have to stop and get rid of those. Another problem is they get graded into your neighbor's yard. It is the responsibility of the every homeowner to take care of their own leaves.

Al Isaac
President

VI. Committee Reports:

EPC: Chick Witchell reports she sent a blight letter to the first house at the gate.

Tree removal permits for #267, #599 and #843 approved.

New residence on #873 Hemlock.

Contiguous lot application was denied, lot was not adjoined, it was across the road.

Two letters submitted to the board for approval.

She will be sending letters to member's with campers on lots without a permit.

Campground: Kevin Dombrowski commends Fred on his work at the campground and the maintenance men as well, things look good.

Finance: Mary Cox-Perkins reports we are using last years budget and making recommended changes for 2013-14. We are about half way through the line items.

VII. Unfinished Business:

(4) Director Cox-Perkins moves to spend \$267.00 on two pair of waders and a repair kit, carried.

(5) Director Bryant moves to rescind the previous motion to accept the 2002 C & R's, Stephens moves to table until closed session, carried.

VIII. New Business:

(6) Director Stephens moves to close the clubhouse on Thanksgiving, Christmas, and New Years Eve, carried.

(7) Director Griswold moves to accept the revisions for the campground RV storage policy, Stephens's moves to table, carried.

(8) Director Griswold moves to approve the letters EPC has submitted for people still having campers on their lots after the deadline of October 31st, with modifications, carried.

(9) Director Stephens moves to withhold one weeks pay from employee paychecks beginning January 1st, tabled.

(10) Director Holzer moves to give all nine employees a \$35.00 Witbecks gift for Christmas, motified to \$50.00 VISA Green Dot cards, carried.

- (11) Director Stephens moves beginning 1/1/13 we repair the clubhouse drains as recommended by Mr Rooter, tabled.*
- (12) Director Dombrowski moves that effective immediately the association adopt a drug screen policy, specifically a five panel non DOT for all of its employees involved in a work related accident, injury, or incident.
This also includes any time an employee that is off duty but using/or utilizing association owned tools or property. This is to be considered a condition of employment and the employees will sign an acknowledgement notification letter of this policy and it will be maintained in the employees file as well as a copy provided to the employee, carried.*
- (13) Director Griswold moves that non compliance/refusal to submit to the drug screen, may result in termination, carried.*

Adjournment 2:10 p.m.

Submitted by,
Elaine Carrasco