

White Birch Lakes
Board of Directors Minutes
June 12, 2010
Approved

- I. **Call to Order:** President McNeil called the meeting to order at 10:00 a.m.
- a. Invocation led by Al Isaac.
 - b. Pledge of Allegiance led by President McNeil.
- II. **Additions to the Agenda:**
- a. Director Nalepa adds Coal Purchase, new business. Allocation of net income, old business.
 - b. Director Stephens requests to move Employee Hiring to under Member's meeting ballot.
 - c. Director Bridges adds member responsibilities, new business.
 - d. Director Briggs adds gravel purchase, new business.
 - e. Director Dombrowski adds furniture for Clubhouse/Pool area, new business.
Introduction of new employees, new business.
- III. **Approval of the Minutes:** (1) Director Stephens moves to approve the May minutes, second by Director Nalepa, all in favor, carried.
- IV. **Income Statement-Treasurer's Report:** Income for the month of May totaled \$25,493.16. Expenses totaled \$22,523.39 for a net ordinary income of \$2,969.77. Total cash on hand \$189,918.55, total restricted accounts \$155,047.99, total all accounts, \$344,966.54. Treasurer reports that the auditor's promised to have it completed before the election. (1) **Director Bridges moves to accept the Treasurer's financial report, second by Director Briggs, all in favor, carried.** (2) **Director Stephens moves to pay the June payables, second by Director Dombrowski, all in favor, carried.**
- V. **Presidents Report:**
June has been a very busy but exciting month. We just had our first "holiday weekend" and was it every a busy one. I can't recall the last time we had so many members here to enjoy all that WBLRA has to offer. The campground was at near capacity, the pool and beaches experienced constant use, and on top of that we had our annual garage sale. It has been a long time since our roads have experienced such use, and I am please to say that they held up better than expected. The roads withstood some of the busiest traffic we have experienced in years. I want to thank Jeff Wheeler (maintenance) and 1st Vice President Bob Briggs for their hard work and diligence with the roads. I know ei was not easy getting them into the condition they are now in, but other than the dust, I received nothing but compliments. In regards to the dust control, we are developing a plan to drastically improve that situation, along

with reducing our brine costs by about 50% and decreasing the environmental impact drastically. More information will be available soon regarding that.

Special thanks goes out to all of those who helped make the garage sale a huge success for the members. I think everyone was extremely happy with the turnout. Our new employees are really starting to prove themselves, and I feel that they are fitting in nicely. My impression is that they are ahead of schedule in the learning of their new jobs, and I could not be happier with their performance. I already mentioned Jeff, but I want to extend a “your doing a great job” to our supervisor Alic VanBennekom, our asst. secretary/treasurer Midge Pulcifer and to our new pool attendants Louise Bryant and Frank Metz. Frank worked on the busiest weekend of the year and did a fine job. A special thanks needs to go out to Director Stephens for all her hard work with the training and getting the new staff up to speed. Your volunteer spirit and countless dedicated hours at the office are truly appreciated. I will also take this moment to thank all the other employees for the job that you are doing and the campers for getting their campers out of the campground in a timely manner so we could get the campground ready for the season. Thank you all!

A few other note worthy issues regarding the holiday weekend. We had two lost children on two separate occasions, but thanks to the diligence of our members those children were returned to their parents in short order. We had a couple of issues with reckless ATV's and we are addressing that. We will make sure that the safety and welfare of all members is strictly enforced. We had a jeep get stuck in the wetland area by the clubhouse, and after multiple attempts by Mark Connelly to pull the jeep out (thanks goes out to Mark for trying), a wrecker was called and that was removed. I think the owners towing bill will be a reminder to never do that again, but we will be posting “wetlands” signs to prevent that from happening again. I believe it is safe to say that Bob Pelfrey (security) was a busy man. Thanks Bob.

Our annual election is coming up soon (July 17th) at the campground pavilion and I am asking members to please attend. This is your opportunity to vote for your directors, provide input, and find out what has been happening and what is planned for the future of you association. Boy do we have plans! Also it was brought to our attention that having last years absentee ballots go to Carol Majewski's P.O.Box was a violation of our bylaws. The application for absentee ballot was already published in the Birch Bark so we have rented a new P.O.Box just for this election. If you already sent a request to the other P.O.Box you DO NOT have to do another request as Carol Majewski will be forwarding those requests to the new P.O.Box. It seems like last years election was just a few short months ago. Since there is the possibility of a new board President being selected after this upcoming election, I wanted to take this opportunity to thank the membership for all their support during this very busy year. Some of the decisions we made as a board were not easy, but they are now paying off and I am proud to say that **WE ARE FINALLLY REAPING THE REWARDS** for all that hard work. It was just a few short years ago when the association was running out of money before the fiscal year was over. Payroll expenses were near 50% of our assessments, and the collection of annual assessments

was down. Well I am pleased to report that our payroll expenses are down to 30% with an INCREASE in services to the members by our employees. We are right on budget this year, our collections of delinquent accounts is the highest it has ever been and we have \$52,913 in the development fund and \$50,000 in the depreciation fund and \$50,000 in savings! This has truly been a difficult accomplishment, and we made some tough decisions along the way and despite some criticisms, we know deep in our heart that we were making the right decisions. We put the needs of the membership at the priority and have worked very hard to diminish the “politic”. Now it is time to start using some of that money to make some long needed improvements to our association. I want to thank ALL of the board member, committee members, employees, and volunteers for your hard work and dedication. You are the reason we are experiencing such great success.

Your current board has some ideas on the improvements they would like to make, however, this board is going to try something that has not been done before. WE ARE GOING TO ASK THE MEMBERSHIP WHAT IMPROVEMENTS THEY WOULD LIKE TO SEE. We will be asking the membership to come to the annual meeting and tell us your ideas. After all, IT IS YOUR ASSOCIATION!

We are also very pleased to announce that the lawsuit this board has been dealing for so long is finally over. If you recall this lawsuit was originated by another association within WBLRA. The lawsuit started prior to most of the current board members being on the board. It was over an issue related to the bus stop at the entrance of our association and the emergency exit. We had to endure some pretty difficult issues and demands, but we held firm with our beliefs and there has finally been a judgment that upholds this boards original proposals. Again we are pleased with the results and we have included a copy of this judgment in the Birch Bark.

In conclusion, I would like to apologize for the length of this Presidents report, but I felt that all of the above information was important. I would like to wish all of the candidate’s good luck in the up coming election, and again I want to thank the entire membership for the privilege of being able to work for them for the betterment of our association.

President McNeil appoints Jim Neal as chair to EPC, as Harry Thompson resigned last month. **(3) Director Stephens moves to ratify the appointment of Jim Neal as EPC chair, second by Director Dombrowski all in favor, carried.**

(4) Director Briggs moves to give the EPC chair the power to appoint another EPC committee member to act on his behalf in his absence, second by Director Dombrowski, all in favor, carried. (5) A motion to amend by Director Bridges that if the EPC chair should appoint or delegate to someone else, that he would notify the board liaison of EPC and that board liaison then has the responsibility to notify the rest of the board, second by Director Dombrowski, all in favor, carried.

VI. Committee Reports: Bobby Pelfrey reports that we have a lot of ATV's that are guest owned, guests are not allowed to bring their ATV's into White Birch A home invasion on Elm Run.

Finance Committee: Dorothy Nalepa reports that we had our first quarter review, with a member that presented some additional information that we will be looking at over the next three months and make modifications if necessary, I did share with the board a number of ideas regarding our extra lots.

EPC Committee: Jim Neal reports having eleven applications for tree removal, all approved.

Campground Committee: Fred Witchell reports purchasing post for storage fence, needs help on the storage fence, volunteers.

ByLaws Committee: no report given.

Activities Committee: Sally Keillor thanks Mary Alice for her crocheted necklace class, Thanks Dick and Shirley Brandt for the many years that they spent on the garage sale. The bake sale was a success we collected \$130. Father's Day will be simplified pastries, coffee and juice and that drawing will be postponed until the July 3rd celebration. Pig roast, pot luck and parade will be July 3rd. The annual meeting we will serve desserts and coffee. Scavenger hunt is August 21st. We will have a September yard sale, details to follow.

(6) Director Dombrowski moves to approve candidates for the nomination as Bob Briggs, Brian Kozlowski, Doug Lake, Teresa Stephens, Fred Witchell and Mary Perkins, second by Director Nalepa, all in favor, carried.

VII. Comments from the Floor: Available at the clubhouse.

VIII. Old Business:

(7) Director Nalepa moves to make an amended motion from last months meeting where she moved to allocate the net income of \$101,727.67 as identified in the February financial statement as follows: \$50,000.00 to depreciation for the sole purpose of existing equipment replacement, \$50,000.00 in savings previously stated "in case our operating fund should need a little boost", I would like to amend that to say \$50,000.00 to savings for major unexpected expenses, and \$1,727.67 to the development fund subject to the audit, second by Director Bridges, all in favor, carried.

IX. New Business:

(8) Director Dombrowski moves to approve the members meeting ballot, withdrawn. (9) Director Bridges moves to accept the ballot as revised, second by Director Bryant, all in favor, carried.

(9) Director Nalepa moves that we include the questionnaire in the voting process at the annual meeting, second by Director Stephens, withdrawn.

- (10) Director Nalepa moves to distribute the questionnaire/survey through the Birch Bark, the office, and the annual meeting, second by Director Stephens, carried.
- (11) Director Stephens moves to ratify motions previously made online to hire two additional pool attendants that were interviewed, Frank Metz and Louise Bryant at \$8.00 an hour at 23 hours/week every 3rd weekend, second by Director Nalepa, all in favor with exception of Director Bryant who recused himself, motion carried.
- (12) Director Stephens moves ratify the motion to hire Alice VanBennekom as the supervisor, starting on 5/17/10 at \$11.00/hr with a possible \$0.50 raise after 90 days probation and review, 28 hours a week, which will be four, seven hour days, tentatively Mon, Tues, Thurs, Fri, with possibly a Saturday or two for the benefit of the membership, second by Director Nalepa, motion carried.
- (13) Director Stephens moves to ratify to hire Linette Pulcifer as a administrative assistant on 5/17/10 at \$11.00 for maximum 24 hours a week, three eight hour days, with a possible \$0.50 raise after 90 days probation, second by Director Nalepa, all in favor, carried.

President McNeil appoints Midge as assistant Secretary/Treasurer.

- (14) Director Stephens moves to ratify the appointment of Midge to assistant Secretary/Treasurer, second by Director Bryant, carried.
- (15) Director Stephens moves to modify the current clubhouse/pool hours to include being open on Thursday, the office and clubhouse from 8 a.m to 4 p.m, the pool from 9 a.m. to 3:30 p.m., second by Director Bridges, all in favor, carried.
- (16) Director Dombrowski moves that anyone serving on the board or a member of their immediate family cannot hold a paid position with the association during their term or for a period of three years afterward, second by Director Stephens, amended by Director Dombrowski to define family as: parents, children, spouse or sibling, withdrawn.
 - (20) Director Nalepa moves to ratify the e-mail motion to accept the Consent Judgment , second by Director Stephens, all ayes, with exception of nays by Director Dombrowski and Bryant, carried.
 - (21) Director Nalepa moves to contact Accounts Receivables Solutions located in St. Johns, Michigan for new referrals to collections, second by Director Stephens, all in favor, carried.
 - (22) Director Nalepa moves that we send a letter via First Class mail to 55 individuals to let them know that in 30 days we will be referring their account to a collection agency, second by Director Stephens, all in favor, carried.
 - (23) Director Dombrowski moves to approve the 2010 election notice, pursuant to our bylaws Article VI Section 3, Absentee ballots shall be requested, in writing, from the Association Secretary and returned to the Secretary prior to the meeting. Therefore, we have rented a Post Office Box

and all requests for ballots and the actual ballots will be handled by the Association Secretary, second by Director Bridges, all in favor, carried.

- (24) **Director Briggs moves to ratify the e-mail motion to accept County Widges proposal for porta-johns at the lakes, second by Director Stephens, all in favor, carried.**
- (25) **Director Nalepa moves to ratify motion via E-mail made on May 14th that the executive board instruct our attorney to respond to the violators that White Birch Lakes Recreational Association did not give permission to access to Holiday lake, second by Director Stephens, all in favor, carried.**
- (26) **Director Nalepa moves to pre purchase coal from Hershberger's for this year's heating needs, second by Director Bryant, all in favor, carried.**
- (27) **Director Bridges proposes the following resolution, second by Director Briggs,**

Whereas, The White Birch Lakes Recreation Association is a Michigan Nonprofit Corporation;

Whereas, All successful corporations follow accepted business and labor practices;

Whereas, The Board of Directors desires the Association to prosper:

Whereas, The Board of Directors deems it necessary to be respectful to all members; and

Whereas, The Directors are the sole operators of the Association's business;

Now, therefore, be it

Resolved, that the Board of Directors of White Birch Recreational Association affirm that the business of the Associations shall follow accepted corporate business practices; and,

That the Board of Directors of White Birch Recreational Association shall conduct its business with all members and employees with respect and decorum

Adopted this day of 2010

- (28) **Director Dombrowski moves to table Director Bridges resolution, second by Director Stephens, roll call results: Director Bryant, aye, Director Bridges, aye, Director Briggs, aye, Director Dombrowski, aye, Director Stephens, aye, Director Nalepa, aye, Director McNeil, aye, carried.**
- (29) **Director Briggs moves to purchase three loads of gravel for the roads this week at a cost of approximately \$1,100.00, second by Director Bryant, all in favor, carried.**
- (30) **Director Dombrowski moves to purchase at least two tables and some chairs for the pool area not to exceed \$1,189.05, the amount in the furniture fund and to appoint Pat Graham, Carol Neal and Dawn Holzer to shop for this purchase, second by Director Stephens, all in favor, carried.**

- (31) **Director Dombrowski moves that at the annual members meeting or shortly before the meeting because it doesn't follow the procedure of the meeting, we introduce our employees, all of our employees, second by Director Bridges, all in favor, carried.**
- (32) **Director Bryant moves that time limitations be placed on guest campers in the campgrounds to two weeks and removed from the campground for a minimum of 15 days before returning, reservations made for guests by the members only, second by Director Stephens, carried.**

X. Comments from the Floor:

Available at the clubhouse.

- (33) **Director Dombrowski moves to go into executive session, second by Director Bryant, all in favor. Ratified an employee issue in the executive session.**

XI. Adjournment: (34) Motion to adjourn by Director Stevens, second by Director Bridges, all in favor.

Adjournment at 2:25 p.m.

Submitted by,
Elaine Carrasco
Secretary