

White Birch Lakes
Board of Directors Minutes
August 14, 2010

- I. **Call to Order:** President Briggs called the meeting to order at 10:09 a.m.
- a. Invocation by Dawn Holzer
 - b. Pledge of Allegiance led by President Briggs

II. **Additions to the Agenda:**

Director Nalepa requests to move “closed session” to after comments from the floor. Director Nalepa requests employee termination is included in “closed session”. Director Nalepa adds Holiday Pay under old business, amenities reservations and new law firm under “new business”.

Director Dombrowski adds official documents and camping fee refunds under “new business”.

Director Stephens requests to include separation of duties and employee issues to closed session.

Director Bryant adds Cowen & Zuhl (lot issues) under “new business.”

- III. **Approval of Minutes:** (1) Director Cox moves to approve the June 2010 minutes, second by Director Bryant, all in favor, carried.

IV. **Income Statement- Treasurer’s Report:** (2) Director Cox moves to accept the Treasurer’s report pending clarification of Director Nalepa’s two questions, second by Director Stephens, carried.

Payables Approval: (3) Director Nalepa moves to accept the August payables as listed, second by Director Stephens, all in favor, carried.

- V. **President’s Report:** Look elsewhere within this issue for President Briggs report.

VI. **Committee Report:**

EPC: Jim Neal reports five applications for tree removal and one for a stairway into a basement.

ByLaws: Chuck Lutz reports that all board members have a copy of the bylaw recommendations and we need to set a date to start working on this.

Campground: Fred Witchell reports that half the fence is up in the storage area, invites members to take a look. He comments that only half the normal

amount of storage sites have been reserved. He will be working with Alice on a binder for the campground.

Security: Bobby Pelfrey reports dogs on beaches. Realty signs were moved from one property to another. ATV problems and golf cart problems we are working on.

Activities: Sally reports the guitar hero activity was small but successful, wants to thank Cassie and Jessica Van Pelt for their help. August 21st is the scavenger hunt, starts at 2 p.m. at the campground pavilion, we need more participants. Our labor day pot luck/yippy skippy event Saturday, September 4th. We will eat at noon, dogs and brats, lemonade and tea, 50/50 raffle and the yippy skippy event always includes water and the board of directors. Fall garage sale/bake sale on Saturday the 18th of September, sign up at the clubhouse and bake sale donations are appreciated.

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

VIII. Old Business:

Employee Policy: **(4) Director Dombrowski moves that anyone serving on the board or a member of their immediate family cannot hold a paid position with the association for a period of three years afterwards, family members include spouse, sibling, parent and children, (grandfather clause applies), second by Director Nalepa: Roll call results: Director Cox-Perkins, aye, Director Dombrowski, aye, Director Nalepa, aye, Director Stephens, aye, Director Bryant, abstain, Director Briggs aye, motion carried.**

(5) Director Stephens moves to move forward with the fine on Lot #607 for the violation of multiple trailers on the lot, second by Director Bryant, rescinded by Director Stephens.

(6) Director Bryant moves to reply to the individual owning #607 with the information we have and reject forgiveness of the fine, second by Director Cox-Perkins, all ayes with exception of Director Nalepa's nay, motion carried.

(7) Director Nalepa moves that non salary employees receive holiday pay at time and one half for worked performed on the actual holiday, to include Christmas Day, New Years Day, Thanksgiving Day, Memorial Day, Fourth of July and Labor Day, second by Director Bryant, all ayes, carried.

IX. New Business:

Committee Appointments:

President Briggs appoints the following committees:

EPC Committee: Director Nalepa (liasion)

Chick Witchell (chair) Jim Neal, Joe Romine, Marilyn Glass, Mike Graham and Judy Gute.

Communication Committee: Pat Graham (chair)

Finance Committee: Mary Cox-Perkins (liaison)
Terri Obrecht (chair) Elaine Carrasco, Sylvia Wagner, Dawn Holzer

Activities Committee: Director Nalepa (liaison)
Sally Keillor (chair) Jeanne Briggs, Diana Calandro, Dawn Holzer, Louise Bryant, Cheryl Constantino, Helen Thompson, Pat Graham, Kathy Lutz.

Conservation Committee: Steve Bryant (liaison)
Marty Perkins (chair) Dan Holzer and Harry Thompson

Campground Committee: Kevin Dombrowski (liaison)
Fred Witchell (chair), Patrick Nalepa

Election/Teller Committee: Kevin Dombrowski (liaison)
Carolyn Neal (chair) Sharon Sonnichsen, Pat Graham, Claudia Pelfrey

(8) Director Stephens moves to accept the Presidents appointments, second by Director Nalepa, all ayes with an exception of Director Bryant's nay, carried.

Board meeting attendance, no motion made.

Winter Sand Bids:

(9) Director Nalepa moves to accept Fishers quote for sand, second by Director Stephens, all in favor, carried.

Propane bids:

(10) Director Nalepa moves to accept Ziehms bid for propane, second by Director Cox-Perkins, withdrawn.

(11) Director Bryant moves to accept progas as our propane provider, second by Director Dombrowski, motion fails.

(12) Director Nalepa moves to accept Stanley, option 1, on the condition they will agree to a prepay price of \$169.9, second by Director Stephens, all ayes, an abstain by Director Bryant.

(13) Director Cox-Perkins moves that Sharon Bridges be removed immediately as signatory from any and all WBLRA banking accounts and Vice President Teresa Stephens be added to comply with our bylaws, second by Director Dombrowski, all in favor, carried.

New Law Firm:

(14) Director Nalepa moves that we accept the law firm of Kerry-Kendall, located in Midland, MI. as the associations attorney for all White Birch business, with the exception of real estate, we would like that to stay with Dreyer due to the location of his office in Clare County, second by Director Stephens, all aye, with a nay by Director Bryant, motion carried.

(15) Director Bryant moves to rescind the previously accepted motion of hiring Kerry-Kendall law firm, second by Director Dombrowski, all nays, with exception of an aye by Director Bryant, motion fails.

Amenities Reservations:

(16) Director Dombrowski moves not to refund camping fees if a reserved site is not utilized, second by Director Stephens, all in favor, carried.

(17) Director Nalepa moves that pursuant to the purposes of the association (as stated in the C&R Section 1b to promote pleasure, social recreation and sports activities for it's members), the members in good standing be allowed to reserve the clubhouse, pool or pavilion without a rental fee to host an activity that benefits the "safety, health, or welfare" of our membership, provided that said activity is open to all members/guests in good standing of the association with or without participation fee, with the exception that if a member, in good standing wants to reserve the clubhouse, pool or pavilion for a private event not open to all members of the association , this member shall have the option to "bump" the activity and will be responsible for the rental fees that are currently in effect. In all cases the member who reserves the space is accountable for the behavior of the participants and all damages, should any occur, and be responsible for set-up and clean-up, second by Director Stephens, all in favor, carried.

(18) Director Dombrowski moves that all documents, policies and procedures that we generate be dated and when revisions occur the original date stays and the revision gets placed below it, all revisions dated as well and they are to be maintained in a policy book, second by Director Bryant, all in favor, carried.

(19) Director Bryant moves to accept the two lots back to WBLRA (#1090 and #276) and the board to decide who is to do the quit claim deeds on them, second by Director Nalepa, amended to state pending clear title and White Birch Realty to transfer the deeds, all ayes, abstain by Director Bryant, carried.

X. Comments from the floor:

Available at the clubhouse.

The board moves into executive session.

(20) Director Bryant moves to ratify the acceptance of the sale of #1130, second by Director Nalepa, all in favor, carried.

(21) Director Stephens moves to ratify the employee/director situation, second by Director Nalepa, all in favor, Director Bryant recused, carried.

(22) Director Bryant moves to ratify employees new compensation package, second by Director Stephens, all in favor, except a nay from Director Nalepa, carried.

(23) Director Cox-Perkins moves to make employee Jeff Wheeler a forty hours employee, second by Director Stephens, carried.

(24) Director Stephens moves to increase Alice Van Bennekom's wage by \$.50 an hour, second by Director Dombrowski, all in favor, carried.

(25) Director Cox-Perkins moves to ratify the motion not to extend the employment of the Assistant Secretary/Treasurer position, second by Director Stephens, all in favor, carried.

XI. Adjournment:

(26) Director Dombrowsi moves adjourn, second by Director Stephens, all in favor, carried.

Meeting adjourned at 4:45 p.m.

Submitted by,
Elaine Carrasco

