

ENCHANGED FOREST PROPERTY OWNERS ASSOCIATION
Board of Directors Meeting Minutes
Saturday, December 5, 2015 – 10 AM

- 1) The meeting was called to order at 10:03 AM by President Tony Esson. The Pledge of Allegiance followed.
- 2) Roll call of Board members showed:
 - Members Present: Tony Esson, Ron LeBourdais, Nancy Gregg, Polly Buchanan
George Lienerth (quorum present)
 - Members Absent: Dave May, Tony Shaler,
Tom Jeffery (excused), Fred Novack (excused)
- 3) Agenda
 - a) The agenda was amended by adding Winter Clubhouse hours under Old Business.
- 4) The minutes from Sept. 5, 2015 were approved as distributed.
- 5) President's Report – Tony Esson
 - a) The annual Toys for Tots collection was announced; will be in Clubhouse for Dec. 9th.
 - b) A resignation was received from Director Dave May; anyone interested in filling this position through June, 2018 should submit a 200-word or less resume to Sherice before the next Board meeting (Fri., Jan. 22).
 - c) A notice on the Morris case was received from the court; Dave Morris is taking us to small claims court on January 5th at 9 AM, which Tony will attend without our attorney. Mr. Morris is claiming that EFPOA did not comply with the terms of the Judgement granted in the matter. Board members are encouraged to go along with Tony.
- 6) Treasurer's Report – Nancy Gregg
 - a) The current balance was reported as \$119,127; major expenses for this time a year were reviewed. Our insurance premium is much less now (down several thousand dollars) due to reassessments of the clubhouse, workmen's comp, etc.
 - b) Our carryover this year will go in to the future siding project, and dining room furniture.
 - c) Sherice reviewed the details of the dues owed.
 - i) 121 lots are now past due = \$112,000; most have been turned over to collections.
 - ii) The majority are only one year behind.
 - iii) She is talking with another collection company to compare their services & fees charged.
- 7) Managers' Reports
 - a) Business Manager – Sherice Esson
 - i) Minimum wage is being increased in 2016 so the wages we pay seasonal workers will be higher this year. We can discuss this under budget later on; a recommendation from Sherice will also be requested.

- ii) Closed hours during the holiday was questioned; we have usually been closed early on Christmas eve, and on Christmas day. Hours to be open between Christmas and New Year's will be discussed later under Old Business.
- b) Facilities Supervisor – Thomas Hall
- i) Air conditioning repairs are all set for spring.
 - ii) New pool furniture came in; old pool furniture will go to the beach next spring.
 - iii) Rubber raft/trampoline used last summer did not last and needs to be replaced.
 - (1) Options for a tough replacement were discussed.
 - (2) Tom is to bring to the Board at the next meeting a recommendation and details for a replacement; concern for our liability if we build our own raft was noted.
 - (3) Placement of the float needs to be moved out further from shore due to the change in water depth in that area of the lake.
 - iv) Repainting/replacement for all signs throughout Guthrie Lakes was discussed; acrylic signs from New Century Signs (\$3280) and Signs by Design were mentioned.
 - (1) Tom evaluated the need for current signs and made some additions & some deletions to the signs displayed.
 - (2) He is to bring comparative estimates to the next meeting.
 - v) A 3-inch trash pump replacement is needed but the approved budget of \$500 is not enough; current price is \$638. Motion made to approve this purchase; *motion passed*.
 - vi) Carpet squares for the basement were discussed & hopefully getting it installed this winter.
 - (1) Price has gone up now; motion made to allow \$5000 to re-carpet the basement. *Motion passed*. Tony will call his commercial carpet contact to check on a good price for the amount of rubber backed commercial squares we need.
 - vii) Need Tom to get price estimate for window coverings for the east windows of the clubhouse. It is challenging to hold meetings with direct sun on board members. Bring ideas to next board meeting, or share with Tony in advance of the meeting.
- 8) Committee Reports
- a) Activities – Sherice Esson
 - i) A review of recent and pending activities was shared. The New Year's Pig Roast (\$500 spent last year) was discussed, and the need for a new vendor for the cooked pig. About 80-90 people came last year. Alternative meat options were discussed but the pig is preferred; several possible vendors will be checked out.
 - b) Budget & Finance – Tony Esson
 - i) Tony reviewed details of the 2016 proposed budget; the total is \$189,000 compared to \$191,044 last year.
 - ii) Budget committee members included Tony, Ron, Sherice, George, and Nancy.

Motion made to go in to closed session due to a disruption by an attending community member; *motion passed*. (at 12:10 pm) President Esson did not call the closed session to order.

No discussion occurred during the closed session.

Motion made to go back in to open session; *motion passed*.

Motion made to adjourn the meeting; *motion passed*.

Next EFPOA Board meeting will be held on Sunday, Dec. 13 at 3 PM.

Meeting called to order at 3:05 PM by President Tony Esson. A short discussion followed about the need to follow Robert's Rules of Order and limiting audience comments at all meetings to 3 minutes on the specific topic being discussed.

9) Committee Reports Continued

a) Building and Grounds Committee Report – No report.

d) Bylaws, Rules & Regulations Report – No report (Committee chair needed)

e) Deed Restrictions Report – (Fred) Committee has met and needs to report next time.

f) Employee Relations Report – Ron reported that our managers are doing very well with no problems.

1. Health care stipend is now being taxed as of Jan. 1 so committee recommends we give a 15% increase (\$45/month) to cover this new tax for each manager. Ron made this motion; *motion passed*. (Tony stood mute during the discussion and abstained from voting.)

2. Awarding an annual bonus was discussed and the committee recommends \$500 be given to each manager; motion made by Ron. *Motion passed*. (Tony stood mute during the discussion and abstained from voting.)

3. A salary raise of 1.5% was also recommended for each manager; there has been no raise since they were hired. A motion was made by Ron to give each manager a 1.5% raise (\$337.50); *motion passed*. (Tony stood mute during the discussion and abstained from voting.)

g) Military/Government Relations Report – Ron reported that the current commanding officer in charge of Grayling is being transferred; we had a close relationship with him and his staff. We hope to do the same with the new staff; Ron will check on who the replacements are and will share that information at the next meeting.

1. Concern about low flyovers can be reported to Lt. Col. Green at 989.354.6335 at the Grayling tower.

2. Progress on the new technology equipment so the pilots can see they are over a “no-fly red zone” was discussed. Ron will check on this issue and if any progress has been

made by our two Representatives from Lansing..

10) Old Business

- a) Holiday and Winter hours for the clubhouse to be open were discussed. The following is recommended and will be implemented:

Closed Dec. 24 & 25

Holiday Hours – Dec. 26 to Dec. 31 - 10 AM to 8 PM

Closed Fri. Jan. 1 – New Year’s Day

Sat. Jan. 2 Winter Hours begin which will be:

MTWThF 10-12 AM

Fri. also 4-8 PM

Sat. 10 AM to 8 PM

Sun. Closed

- i) Having a Friday “Senior/Friday Potluck” is recommended on the 2nd Friday each month during the cooler months.

11) New Business

- a) The Board member resignation from Dave May (2.5 yr. term to go) was accepted in a motion; *motion passed*.

- i) This opening on the Board will be posted on the EFPOA website; anyone interested should submit a 200 word resume to Sherice at the Clubhouse. Action for appointing this Board member will occur at the next meeting.

- b) The 2016 early dues discount, and proposed budget were discussed.

- i) The “pay in full early discount rate” to use for 2016 was discussed in detail after reviewing past income and pending expenses; a motion was made to leave it the same as last year. *Motion passed*. (Dues full amount is \$370 per lot; -\$25 on the first lot (\$345), -\$45 on second and any other lots (\$325) if paid in full by March 1.) This information is to be put on the website immediately.

- ii) A motion was made to accept the proposed 2016 budget from the committee; *motion passed*.

- iii) The date for next Board meeting was set for Friday, Jan. 22 at 7 pm.

12) Motion to adjourn was made at 4:10 PM.

Current Board Members and Officers:

President: Tony Esson

Vice President: Ron LeBourdais

Treasurer: Nancy Gregg

Secretary: Polly Buchanan

Directors: Fred Novack, Tom Jeffery, George Lienerth, Tony Shaler

(+ one open director position)