

## COBMOOSA SHORES ASSOCIATION BOARD MINUTES

September 9, 2017  
The Stony Lake Inn

The meeting was called to order at 10:00 a.m.

**Members Present:** Ed Dedic, Paul Jordan, Sara Collins, Bill Rafail, Jan Morrison, Rich Campbell

**Members Absent:** Jerry Parise, Mike Maloney, Rick Emerson

**Guests:** Rick Zane, Barbara Rafail

**Communications:** Rich Campbell received two email, one from Bruce Vanderveen and the other from Linda Vanderveen. Both emails were concerned about evidence that a member is continually cutting and/or putting weed killer on roadways belonging to the association. After discussion the Board decided to personally discuss the problem with the person who has been identified doing this.

### Reports

**Secretary's Report:** The minutes for the August 12, 2017 were posted on the bulletin board at the South access and on the Cobmoosa website. Bill Rafail moved to accept the minutes. Sara Collins seconded. The August minutes were unanimously accepted by the Board.

**Treasurer's Report -** Sara Collins presented the treasurer's report. Dues collected as of September 12, 2017 are \$19,371.91. About two third of the dues have been received. The total assets on hand as of August 12, 2017 were \$98,004.67, which includes \$39,746.89 in the checking account and \$58,257.78 in the money market account. Three members are 1 plus years behind in their dues. A letter to these members will be sent after October 30th. The accumulated budget surplus (included in assets on hand) is \$54,579.60. Jan Morrison motioned to accept the treasurer's report. Paul Jordan seconded. The treasurer's report was unanimously approved by the Board.

**Road Report -** Ed Dedic reported that roads are need of some minor pothole filling, this will be done before the end of Sept by hand.

The paving project has begun on the end of Apache Trail and also the driveways along Erie Trail where the re-surfacing will take place. The driveways need to be done first to ensure no damage to the new top coat. The rocks have been placed by hand in the washout areas along Ridge Trail. There are a few more areas along Ridge Trail yet be completed, however, the large erosion areas have been addressed.

Tree quotes were sought to clear dead trees and branches near roadways after Great Lakes cleared the powerlines. Based on the quotes received, a motion was made by Paul Jordan,

and seconded by Sara Collins, to allocate \$2400 of the Roads budget for this project; the motion was approved unanimously.

A discussion ensued about barberry growth along the roads and in the lots. This is known to be a non-native, invasive species and is in rapid growth along the roads and in member lots. Barb Rafail agreed that these could be mechanically and manually pulled if each member wished without ecological impact to the association. Note: The Road Committee opted out for Great Lakes Energy to spray weed killer under the power lines.

**Beach Report** - Rich Campbell reported that there has been much improvement on no fires on the beach in the past month. Had to remind only one group having a beach fire. Rick Emerson, who was unable to attend the meeting, sent his suggestions in for having signage in the association to let members know when it is okay or not okay to have beach fires. After a discussion, it was decided to keep the signs on the two accesses as they are as well as the one on the beach. However, a new more explicit sign will be made to be put under the fire sign on Chippawa near the entrance. It will simply read "No Beach Fires". Rick Emerson will be in charge of getting the sign. All fire signs will be removed when beach conditions are conducive for fires. Rich Campbell also said that repairing of the stairs on the South Access will be done in the fall or early spring. The port a potty will be removed from the South Access at the end of October

## Committees

**Social and Events** - Rich Campbell reported that there was an excellent turnout for the Labor Day Coffee on September 2nd and it was a huge success thanks to everyone. So much so that there was not one donut left on the table! The next association event will be the Memorial Day Coffee in 2018.

**Park and Entrance** - All is well at the park and entrance. The port a pot will be removed from the park at the end of October.

**Communications**- The communications committee met on Saturday, July 22nd. Members present were Ed Dedic, Bill Rafail and Rick Zane. Bill Rafail reviewed with the board what the committee discussed and brought forward the proposed plans for future communications in Cobmoosa beyond and potential streamlining of what currently exists today. Items reviewed were improvements to the CSA Website related making News and Notes more user friendly. Improving the exposure to activities in the surrounding area to make the Cobmoosa website's calendar more relevant to people's lives when planning the cottage visits.

Bill described a discussion that was had at the communications meeting regarding moving to full electronic communication and he opened it up for discussion with the board. While the electronic newsletter is a success with over 50 subscribers in less than a year, the CSA Board had reservations about moving completely to electronic communication and would require more discussion at a later date.

Bill relayed the discussion from the Communications Committee meeting about the advantages of moving the board documentation on-line. Many of the board documents dating back to

1960 are in board member's garages, attics and alike. At some point, we need a line in the sand and move into the next phase of document storage. Today, that is in the cloud. The board only meets 7-8 out of 12 months and does a lot of work remotely to prepare for meetings and committee. The board works with committees and members on projects at all hours not just 9-5 and during the week. For the past two years, many of the board members have been using Google G-Drive with personal accounts to simulate this environment and test the viable use of the cloud for collaboration, sharing of files, reducing multiple versions of documents to one with tracking and also allowing better communication with the membership. Since this proposal has been brought forth three times since 2014 and after some detailed discussion the board agreed we would bring this issue to a vote at the October Meeting.

**Covenants** - The revised protective covenants were officially filed at the Register of Deeds Office, Oceana County, on September 5<sup>th</sup>. He added that when he receives the official copy by return postal mail, he will scan it and email it to each board member for their files. A copy of the revised covenants, with the changes highlighted in green type, has been posted on the CSA website. The following statement is included on the Covenants/By-Laws page: *"The revised Protective Covenants, approved by membership vote at the Annual Meeting, July 8, 2017, were filed with the Oceana County Register of Deeds on September 5, 2017. In the copy that is viewable from this website by clicking the button below, the approved changes are highlighted with green type."*

A copy of the same was also sent to those members that have opted in to the eNewsletter with a similar statement.

**Rental** - Paul Jordan reported that since the last board meeting, the committee has completed the initial phase of the work required by the Board's resolution of 6/13/15. Following the board's promulgation of the registration documents and the requirement to register, the committee catalogued the registrations and identified any required documents that had not been submitted with the registration.

We quickly realized that the number of initial registrants represented an unknown fraction of members who actually offer their properties for rent. It was therefore necessary to better identify unregistered rental properties preparatory to soliciting further registrations (if possible) but in any event soliciting basic compliance with the desired promulgation of the relevant behavioral expectations laid out in the Protective Covenants.

Particular thanks is owed to committee members Jerry Parise and Rich Campbell, and to Ed Dedic in helping to compile a database of possible landlords.

At this point, each of the 6 registered landlords has received the required language regarding behavioral expectations for inclusion in their rental agreements, as well as a laminated copy for posting on their premises (as required by the enabling resolution). The letter also identified the need for submission of a copy of that rental contract, if it had not already been submitted. This was accomplished by our Labor Day deadline.

In addition, a letter has gone out this week to each of an additional 31 possible landlords who were identified that requests their cooperation. We ask that they register but, whether they register or not, that they include the behavior expectations in their rental agreements and post the laminated copy in their rental units.

(Although a handful of additional members were identified that may permit family members to use their premises, the decision was made to not include them in the mailing since this did not seem to meet the definition of “commercial activity” per the Protective Covenants.)

Some work remains to be done. The enabling resolution requires (if landlords gave permission) giving neighbors their contact information. It also requires the board to develop a record-keeping process that allows for the maintenance of registration information, rental agreements, and documenting any complaints and their resolution. This will also require the identification of a process (and responsible board member(s) to document complaints, process registration renewals, and maintain records.

The committee will need to meet to discuss this next step.

### **Old Business**

There was no old business discussed.

### **New Business**

It was decided that since the covenants committee has completed its work, the committee is officially dissolved. The Communication Committee will be changed to Communication Report and be addressed at every board meeting.

Next Board Meeting will be October 14th, at 10:00 am at Stony Lake Inn.

Meeting was adjourned at 11:50 am.

Respectfully submitted,

Janis J. Morrison  
Secretary