

MINUTES  
COBMOOSA SHORES ASSOCIATION BOARD  
August 12, 2023 9:00 AM

CALL TO ORDER: 9:00 AM by Ed Dedic

TRUSTEES PRESENT: Edward Dedic Jack Spoors Timothy Pieri Tom Boersma William Rafail  
Rich Campbell Bob Lieckfield Dennis McKelley

TRUSTEES ABSENT: Paul Jordan

OTHERS PRESENT: John Collins, Jill Dedic, Diane Frazine, Mark Hendrickson, Kevin Kelley, Ryan McCourt, Brian Mourad, David Oesch, Janet Shultz, Rick Slagter, Mitch Smith, Tom Spees, Tom Stellard, Ruth Stevens, Judy Zane, Rick Zane, Sara Collins (remote), David Law (remote), Mike and Maddy Maloney (remote).

COMMUNICATIONS: Edward Dedic

- Retirement Announcement of Lyn Richardson, CSA Bookkeeper

We received an official notice of retirement from Lyn. She is giving us this year to find her replacement or a solution for the work she has done over the years for Cobmoosa. Her goal is to be retired prior to sending out invoices for the 2023-24 budget year.

The board will discuss at its next meeting how best to process with the transition

REPORTS:

- **Secretary:** Paul Jordan readout by William Rafail

The amended bylaws have been posted to the website.

- *June 8, 2023 minutes*

The complete draft minutes have been available on the website for about two months and were posted on the bulletin board for about three weeks. All Trustees were present for the meeting, along with ten Association members. The following motions were offered at the meeting with the following results:

1. "To approve the April 8, 2023 Minutes as revised": Passed without dissent.
2. "To approve the Treasurer's Reports for May and June 2023 as submitted": Passed without dissent.
3. "To move up to \$6,625 from the accumulated surplus into the 23/24 budget to cover the legal fees to research, verify, and potentially reference each deed to extend the deed restrictions and covenant documents as required under HB 5611": Passed without dissent.
4. That "The 2022/2023 Budget be reconciled by moving the surplus amounts from the Contingency line and surplus amounts from other lines totaling \$7,000 to the Roads line for 22/23 road improvements": Passed without dissent.
5. "That we permit Don and Judy Laven's granddaughter's wedding on the Cobmoosa beach in September so long as chairs are set up away from the access, removed expeditiously, car traffic is minimized, and there is no barrier to use of the beach by members". Passed without dissent.
6. "Due to the size of the beach and the condition of the stairs, the 'Pack It in Pack It Out' policy will be amended this season to permit kayaks and sizable beach paraphernalia to be left on the beach. Such items should be left as far from traffic areas and the water's edge as practicable. Sailboats and catamarans can still not be left on the beach overnight. Beach users are still strongly encouraged to

take their smaller items from the beach when they leave. This policy will be reconsidered each year by the Board and revised if necessary”: Passed 5 “Yes” to 4 “No”.

**Motion: To approve the June 8, 2023 Minutes as posted.** The minutes were approved as presented, moved by Rich Campbell, seconded by Tim Pieri

- *July 8, 2023 minutes*

The complete draft of the July Minutes have been available on the website and posted on the bulletin board for approximately three weeks. All Trustees, including the newly elected Bob Lieckfield, were present along with two other members of the Association.

The following officers were unanimously elected by the Trustees: Ed Dedic president; Rich Campbell, vice president; Bob Lieckfield, treasurer, and Paul Jordan, secretary.

**Motion: To approve the July 8, 2023 Minutes as posted.** Rich Cambell moved, Dennis McKelley seconded. Approved without dissent.

- **Treasurer:** Bob Lieckfield

- *Treasurer’s Report—June 2023*

**Motion: To approve the Treasurer’s Report for June 2023 as presented at the Annual Meeting.** Moved by Jack Spoors, seconded by Bob Lieckfield. Approved without dissent.

- *Treasurer’s Report—July 2023*

Category	23/24 Budget	July
<b>Income</b>		
Dues	43,365.00	25,386.00
Past Due		
Apparel		107.00
Donations		5.00
Legal Fee Recovery		
Subtotal Direct Income	43,365.00	25,498.00
<b>Reserves Required</b>	<b>7,740.00</b>	
<b>Total Income</b>	<b>51,105.00</b>	<b>25,498.00</b>

Expenses	23/24 Budget	July expenditures
Roads	24,000.00	3,123.00
Trees	2,400.00	0.00
Beach and Parks	3,630.00	340.00
Insurance	3,750.00	0.00
Administration	5,730.00	67.48
Communications	2,000.00	105.59
Legal/Professional	6,825.00	0.00
Taxes	840.00	220.94
Social	600.00	115.98
Contingencies	3,330.00	0.00
<b>TOTAL</b>	<b>51,105.00</b>	<b>3,972.99</b>

Bob as “the new guy” reviewed all of the reports delivered to him by Rick Emerson, stated that everything seemed in order, and summarized his approach to managing the Association finances. He also formed the association finance committee (see July Annual Meeting minutes) that will consist of himself and members Tim Jasperse, Scott Ledyard, and Nicole Davis

**Motion: To approve the Treasurer’s Report for July 2023.** Moved by William Rafaill, seconded by Tom Boersma. Approved without dissent.

- **Roads:** Chair: Edward Dedic Trustees: Rich Campbell Dennis McKelley

The roads are in good shape. Some minor grading has been done to restore some washouts from the recent rains. A brine was not done for the 4th of July weekend because of the consistent rains. With the Dolomite being done in some of the high traffic and open sun areas dust has been perceived to be manageable so we will monitor for controlling dust around Labor Day and the month of September.

Speed continues to be an issue. Members have placed speed barrels in strategic locations. While these may not be the designated locations per the original map, the investment of interest by the membership is noted. Members are also asking for additional speed control measures and we have reminded them of the research, costs, and decisions that have been made leading us to the barrel solutions we have today.

Beckman Brothers Contracting was selected to do the road work to rebuild **North Ottawa Trl**. This was completed in July and is holding up well. While some washouts are happening on the edges it will take some finessing and additional work to provide a water runoff and not allow a rolling start which carries the material down the hill. Thank you to Tim Jasperse and Hank VanMastrigt for assisting with the roads in this area.

We are planning an event to do some road work on Erie Trail and Ottawa Trail after the board meeting today. On **Ottawa Trail** we will be creating some off ramps and holes to fill with rocks for the water to run off down each side of the new dolomite that has been put down. Some of this work will be done with the tractor and we will be hauling rocks and dolomite from the center four corners area with the tractor and gator to limit the heavy manual lifting. On **Erie Trail** we will be resetting the stones along the back side of the hill to keep the hill from eroding. This will involve a bit of digging, setting stones flat with the height even with the edge of the road and then raking the sand level.

- **Beach, Park and Entrance:** Chair: Tom Boersma Trustees: Timothy Pieri , Jack Spoors

This year we were able to dig our way out of the sand that accumulated on the stairs over the winter. Much of this was made possible by constructing temporary walls along the railings to hold back the sand. At the south access the sand is now approaching the height of the railings. We recommend building a new stairway at an elevation that will eliminate this problem. Late September/October would be the best opportunity to have this work done before the weather turns and we encounter more “wind events”.

- *Proposal: Build a new stairway at the south access.*

New posts, stringers, and railings to be installed 3’ above the existing stairway. Deck boards will be re-used if possible. Begin mid October. Caleb figured a price between \$5000 and \$6000. Note: If we can get volunteer help to remove the old decking we could stay on the low side of that price.

The board discussion determined that this proposal should be evaluated and a budget determined vis-a-vis with Bob’s forthcoming financial report and review of the Reserve Planning at the next Board Meeting.

- *Post signage to encourage people taking care of their own garbage*

Discussion of when trash cans should be placed out for collection, when to remove them from the street after collection. This discussion was prompted by member comments from the CSA website contact form. It was agreed without dissent that members need to be encouraged to place trash cans out for collection Tuesday morning, then pick up and remove from the street after collection. Also discussed the pros and cons of a trash can in the park. Without dissent it was agreed to not place a trash can here as it would encourage

members and visitors to use this to dispose of trash rather than pay for collection. The board will further discuss this and consider developing a policy, not a “rule”, that can be posted and disseminated via the eNewsletter advising members about trash collection.

- *Facebook page dedicated to dealing with EGLE sandbag edict.*

This Facebook page is informational only and is not an official EGLE site, so information may or may not be accurate. There has been no direct communication with the Board, and the Board has no plans to initiate contact about this with EGLE.

- **Building:** Chair: Rich Campbell Trustee: Edward Dedic
  - *Continuing projects at various locations in Cobmoosa.*
- **Trees:** Chair: Paul Jordan Trustee: William Rafaill (readout), Timothy Pieri
  - *Tree Committee update*

The two additional members who indicated an interest in serving on the committee have been welcomed to it. The committee will continue to meet on a yet to be determined schedule with the next meeting being next Thursday.

Supplemental treatment of selected hemlocks will continue through the remainder of the summer and likely into the fall. The Muskegon Conservation District continues to treat the hemlocks on members' properties that agreed to have this done this year. To date all properties have been treated except for two.

The committee is in the process of engaging a specialist at the Food and Drug Administration to guide us in calculating the area we should treat to determine the maximum amount of dinotefuran we can apply to hemlocks this year.

After a brief discussion, it was agreed that a plan is needed to address the removal of dead hemlocks, how will this be done, and how much will it cost. This plan should be presented to the board by the tree committee.

#### COMMITTEES:

- **Social and Event:** Chair: Rich Campbell
  - *Labor Day Coffee:*

Donuts have been ordered from Woodland Market. Rain plan will be to have the event on Sunday or Monday. Coffee? Supplies? Drinks? Please contact Rich Campbell if you wish to help.

- **Communications:** Chair: William Rafaill Trustee: Edward Dedic

The following activity since our June board meeting through today. The Annual Meeting Newsletter was prepared, reviewed by the board, and edited. Copies were made at the UPS Store on Holton Rd. 14 events were posted on the CSA Calendar on the Website. (Thanks to Rick Zane for his help finding events.) 5 CSA eNewsletters were sent. 2 Welcome to CSA eNewsletters were sent to new members. 2 old email addresses were removed. There are 155 email addresses in the eNewsletter distribution list. There were 11 updates to the website. There was some discussion about whether we should have a regular eNewsletter. Presently the eNewsletter is sent when there is news or information to disseminate. Might we also have a monthly educational piece?

- **Nature:** Not discussed.

#### OLD BUSINESS:

- *Non-Profit Status* Bob Lieckfield
- *Deed Restriction renewal regarding HB 5611 compliance.* Edward Dedic

With the 2023-24 budget passed that included the additional amount for legal fees associated with this task, Ruth Stevens and Ed Dedic have been working on gathering data required to keep the costs for Cobmoosa Shores to a minimum. This work is continuing and we are determining if we will need additional volunteers to make lighter work in gathering this data. Some of this work will require printing at the deeds office to save money.

#### NEW BUSINESS:

- *Committees and Volunteers* Edward Dedic

Much discussion has been occurring at board meetings recently about involving the community more. Members have expressed a desire to engage, participate, and volunteer for activities. At the annual meeting this year in addition to the normal sign-in sheet we added sign-up sheets to gain interest in joining a committee or becoming a volunteer for specific areas. To reduce the number of sheets some of the areas were combined. Most of the committee chairs have reached out to engage the members who signed up.

Discussion of what is the best way to encourage members to volunteer to help with committees? Face-to-face contact? eNewsletter? Bulletin board posting? Postal mailing? The signup sheets were distributed at the meeting to allow members to sign up for activities.

- *New Parking Stickers 2024* Edward Dedic

Parking Stickers are up for renewal in the 2024-25 budget year. A consideration for Parking Stickers is to assign them to members using a number system and have them as forever stickers. In the long run we would save money by not printing every 3 years but also the stickers could be tracked that were issued. Another consideration is to have stickers specifically for golf carts and like vehicles. Examples shown.

After discussion it was agreed that the forever sticker is a good idea and warrants further discussion given that we must order new stickers anyway for 2024. A proposal shall be brought to the September Board meeting.

- *Budgeting: Reserve Plan* Bob Lieckfield

Bob presented his idea of a Reserve Plan for managing our finances and reviewed the materials that he sent to each board member via email.

After some discussion it was agreed that Bob pursue this and present it further at our September Board meeting.

ADJOURNMENT: 10:46 AM

NEXT MEETING: September 9, 2023, 9 AM at the Stony Lake Inn

Respectfully submitted,

Paul Jordan, Secretary, with the assistance of  
William Rafail, Communications Chair