

MINUTES
COBMOOSA SHORES ASSOCIATION BOARD
May 7, 2022 9:00 a.m.

{This meeting was held on this date due to the anticipated inability to obtain an in-person quorum on the regular meeting date. Proper public notice was given of the change of date through email and posting on the bulletin board. Guests participated in discussions throughout the meeting. Trustees attending remotely did not vote.)

CALL TO ORDER: 9:00 a.m.

TRUSTEES PRESENT IN PERSON: Tom Boersma, Rich Campbell (president), Ed Dedic (vice president), Rick Emerson (treasurer), Dennis McKelley, Tim Pieri, and Bill Rafail

TRUSTEES REMOTELY PRESENT: Sara Collins and Paul Jordan

GUESTS PRESENT: Barb Rafail, Jill Dedic, Mike Churchill, Diane Frazine, and Steve Bartlett

COMMUNICATIONS:

Two members mentioned that a kayak had been left on the beach by another member who is apparently renting their cottage.

Another member submitted sketchy plans for a stairway to the CSA beach. The plans did not show the relevant property line, and lacked detail. More information was requested.

REPORTS:

- **Secretary:**

- Minutes of the April meeting

These have been posted on the bulletin board since April, communicated via email, and posted on the CSA website. No alterations were proposed.

MOTION: Bill Rafail moved to approve the April minutes with a second by Tom Boersma. The motion passed unanimously.

- Board Election - Candidates

Sara Collins has chosen not to run for reelection while Tom Boersma and Paul Jordan will run. No further candidates have indicated an interest in running so far. Bill Rafail will send out an invitation via the CSA eNewsletter and the same will be posted on the website in "News and Notes".

- **Treasurer:**

- Treasurer's Report

As of 04/30/2022 the balances in accounts is as follows:

| | |
|---------------|-------------|
| Checking: | \$22,553.67 |
| Money Market: | \$23,540.07 |
| Cash on hand: | \$ 2.47 |

Deposits Since Last Report:

| | |
|-----------|-----------|
| 4/26/2022 | \$ 200.00 |
|-----------|-----------|

Budget Status 2021/2022

| Item | Budget | Spent since Last Report | Balance |
|---------------------------|--------------------|----------------------------|---------------------|
| Roads | \$24,000.00 | \$ 164.81 | \$ 2,853.61 |
| Trees | \$ 2,400.00 | \$ 261.52 | \$ 1,058.83 |
| Beach and Parks | \$ 3,000.00 | \$ 100.00 | \$ 330.29 |
| Insurance | \$ 3,750.00 | \$ 0 | \$ 267.00 |
| Accounts Receivable Clerk | \$ 1,000.00 | \$ 0 | \$ 500.00 |
| Communications | \$ 2,000.00 | \$ 0 | \$ 1,785.00 |
| Postage and Supplies | \$ 1,000.00 | \$ 39.36* | \$ 807.25 |
| Miscellaneous Admin | \$ 730.00 | \$ 66.00 | \$ (477.00) |
| Legal and Professional | \$ 200.00 | \$ 0 | \$ 200.00 |
| Taxes | \$ 800.00 | \$ 0 | \$ 17.88 |
| Social | \$ 600.00 | \$ 0 | \$ 296.11 |
| Contingencies | \$ 5,000.00 | \$ 0 | \$ 5,000.00 |
| Total | \$44,480.00 | \$ 631.69 | \$ 12,638.97 |

*No check was written for this expense. It represents cumulative accounting of petty cash since the previous accounting period. See below

Accumulated Surplus: \$36,342.91. (Calculated as statement balances, plus petty cash on hand, plus deposits since statement, plus receivables minus remaining budget minus outstanding checks).

The Money Market account balance reflects receipt of \$0.97 in interest since 03/31/2022.

As of 04/25/2022, 9 members have not yet paid their dues. The total delinquency is \$2225.00. Of this, \$325.00 represents late charges. The unpaid dues represent about 5.0% of our projected budget. Two members have paid their dues, but did not pay by November 1, so their accounts currently show only the late charge. One member's delinquent balance is for more than one year. In addition one member has pre-paid their dues for 2022-2023 which has the effect of reducing our accounts receivable.

Checkbook balance is reconciled with bank records as of 5/02/2022.

- Reconciliation proposal

MOTION: It was moved by Rich Campbell and seconded by Bill Raffail "That the Treasurer be authorized to pay legitimate expenses regardless of whether or not the line item is or will be in deficit, so long as the total of all deficits is less than or equal to 25% of the Contingencies line. The Board will formally balance the budget at the June Meeting." The motion passed unanimously.

- Voting Procedure proposal

This proposal to withhold votes from members in arrears was withdrawn due to further information that in the opinion of the Michigan Attorney General this is illegal.

- 2022 Budget preparation

The budget will be pulled together between now and the end of May by the various 'cost center managers' and placed in the newsletter for a vote by the membership.

- **Roads:**

- **Condition** Roads are in good shape. A few potholes will be repaired in the next week.
- **Brine** is scheduled for May 18, 2022 or May 19, 2022 as a rain day. Ridge Trail will not be brined due to the hard surface and dolomite does not produce dust.
- **Next Road Upgrade Section** is estimated to be around \$24,000 which will take all of the Road budget. We will slim down the area to be completed to fit it into the road budget. We will take the most needed areas into consideration of the section to be done. From the West end of

Shawbacoung Trail through the four corners at the center of the association to the West End of Chippewa Trail. Part of the \$24,000 is to be from the 2021-22 left-over budget to purchase the 22A Dolomite as we did last year.

- **Beach:**

- Status of 'pack it in, pack it out'--kayak parked on the beach (Jill Dedic, Barb Rifaill)

Rich spoke with the owner of the offending kayak who was unaware of this policy. The kayak has since been removed. Wording in a real estate sales blurb suggesting this was permissible was removed. The members involved had not been aware of the 'Pack it in, pack it out' policy.

- Beach Use Policy--no alternative to 'Pack it in, pack it out' has been proposed
- Beach stairways:

There was discussion regarding various approaches to dealing with the sand encroaching on the stairways. There was also discussion about the conditions under which the Board would approve a member's stairway that encroached on the CSA beach. It was suggested that rather than spend meeting time discussing requirements for stairways to be approved that a committee be formed to develop requirements that could be uniformly applied to present to the Board.

- Fire pits - install two, about 100' from each access?

- **Building:**

- Lot 121 - 8791 Ottawattamie Trail is roughed in, siding and drywall has started, still waiting on windows and doors
- Lot 54-55 - 9095 Shawbacoung basement is in, floor is poured and starting on first floor subfloor
- Lot 59-60-61 Trees are marked for removal, site is staked.
- Lot 5-6 - 4355 Ottawa Trail has started excavation for a garage

- **Trees:**

- Tree Committee update

Rick Emerson indicated that the committee has been meeting through the winter. Rick has sent out a special informative mailing to update members regarding the hemlock wooly adelgid problem and the approved treatment plan. In response to a request made at the last Board meeting, Jill Dedic received an estimate in the amount of \$14,000 for a contractor to treat all hemlocks on CSA property. No decision was made by the Board on this, but \$1,200 will be included in the 2022 budget for hemlock treatments by some method to be determined later. The matter will be discussed at the next Tree Committee meeting.

COMMITTEES:

- **Park and Entrance:** The port-a-jons have been ordered for the middle of May.

- **Social and Event:**

- Memorial Day Coffee

Tim Pieri will be ordering and picking up the donuts, and Ed will be managing the supplies. In the case of rain, Tim Jeltama has graciously offered to host the coffee at the Stony Lake Depot.

- **Communications Report:**

There were 32 calendar additions, 4 eNewsletters sent, and 4 website updates during the past month. The calendar on the website has been migrated to a Cobmoosa Shores account. We now will have our license and functionality available for our meetings. Any trustee will be able to let people into the remote meetings.

- **History: Tell your Story!** history@cobmoosashores.com just send an email with a picture attached and explanation of who, what, where, when.

OLD BUSINESS:

- **New owner welcome packets**

There was discussion about, in particular, the Rental section. Alterations were made to accommodate the objections. The Welcome Packet will be voted on as altered without further amendment at the June meeting.

- **Proposed Bylaw change re late penalty**–NOT DISCUSSED

NEW BUSINESS:

- Proposal for placement of Lien by Treasurer Rick Emerson–to be considered at the June meeting

“Proposed: *In the event that property dues become in arrears for 3 years, a lien shall be placed on the property in the amount of all delinquent dues and accumulated late charges and any fees associated with the placement of the lien. In each succeeding year that the account is delinquent, the appropriate additional lien shall be placed on the property to include additional unpaid dues, late charges and associated fees.”*

No action taken, this is the first reading of the proposal.

- Proposal for member financial review by Treasurer Rick Emerson–to be considered at the June meeting

“Proposed: Each year volunteers shall be solicited from the general membership to review previous year’s expenditures and financial documents and processes. If less than three members volunteer, the Board President may appoint members to this group until the maximum of 3 is reached. If more than three members volunteer, three members shall be selected by lottery at an open board meeting. The three members will meet with the Treasurer and not more than one additional Board member in committee. The resulting committee will report its findings to the Board and the membership not later than the regular October meeting of the Board. The report shall include either general satisfaction with Board practices and expenditures or will provide specific recommendations for future changes. If any specific inappropriate expenditures or practices are found, they shall be included in the report. If one or more members of the committee has concerns not shared by the majority of the members, she/he/they may add a minority report which shall be included with the general report.”

No action taken, this is the first reading of the proposal

OTHER ITEMS FOR DISCUSSION:

- **Please update your contact information** on CSA Website or <https://forms.gle/ejEma59QAYXGEsYy8>

NEXT MEETING: June 11, 2022, 9 a.m.

ADJOURNMENT: 10:53 a.m.

Respectfully submitted,

Paul Jordan, Secretary