

MINUTES  
COBMOOSA SHORES ASSOCIATION BOARD  
September 9, 2023  
Stony Lake Inn, Stony Lake, MI

(As is the Association's practice, audience members were free to comment or ask questions at any point in the meeting)

CALL TO ORDER: Edward Dedic 9:00 a.m.

TRUSTEES PRESENT: Tom Boersma, Rich Campbell (vice president), Ed Dedic (president), Paul Jordan (secretary), Bob Lieckfield (treasurer), Dennis McKelley, Tim Pieri (remote and not voting), and Jack Spoors

TRUSTEES ABSENT: Bill Rafail

OTHERS PRESENT: Sara Collins (remote), David Law (remote), Judy Zane (remote), Craig Overbeek, Marilee Overbeek, Janis Morrison, Jill Dedic, Margaret Miller, Mark Hendrickson, Mike Churchill, Diane Frazine, Ruth Stevens, Tom Stellard, and Janet Schultz.

COMMUNICATIONS: Edward Dedic

Rick Emerson communicated to the Board to inform them of a company that makes aluminum removable stairs and Don Laven communicated to the Board his concerns regarding rebuilding the South Access stairs.

#### OFFICER REPORTS

SECRETARY: August Minutes Summary - Paul Jordan

The August Minutes have been posted on both the bulletin board and on the website since mid-August.

**MOTION: To approve the August Minutes as posted.** Moved by Rich Campbell with a second from Tom Boersma. It was approved without dissent.

TREASURER: Treasurer's Report - Bob Lieckfield

- Activities

All invoices received have been paid. The current balance of "unpaid 2023-2024 dues is \$16,796.67. Attached income and expense summary is current as of 8/31.

Bob discussed transfer of dues invoicing and collection from Lyn Richardson. Transfer will be completed by end of year, i.e., after the current dues collection cycle is completed. Options are finding a new company or moving to a CSA Treasurer function. The downside of the latter is ensuring that the Board can find Treasurer candidates in the future to continue the invoicing function.

Bob to research external alternatives, as well as invoicing software and report at the next meeting.

The Finance Committee volunteers (Jasperse, Zane, Ledyard, and Davis) were provided budget information and Reserve Plan concept. Feedback received was positive. Attempted to arrange a face-to-face meeting, but because of travel plans the group could not meet. Will most likely stay with email correspondence and perhaps a Google Meets call.

## Treasurer Report

Category	23/24 Budget		YTD August	Projected Balance	Percent Remaining
<b>Income</b>	\$ 51,105.00		\$ 26,680.33	\$ (24,424.67)	48%

### Expenses

Roads	\$ 24,000.00		\$ 3,123.00	\$ 20,877.00	87%
Trees	\$ 2,400.00		\$ -	\$ 2,400.00	100%
Beach and Parks	\$ 3,630.00		\$ 1,140.00	\$ 2,490.00	69%
Insurance	\$ 3,750.00		\$ 3,356.00	\$ 394.00	11%
Administration	\$ 3,730.00		\$ 67.48	\$ 3,662.52	98%
Communications	\$ 2,000.00		\$ 316.77	\$ 1,683.23	84%
Legal/Professional	\$ 6,825.00		\$ -	\$ 6,825.00	100%
Taxes	\$ 840.00		\$ 220.94	\$ 619.06	74%
Social	\$ 600.00		\$ 327.98	\$ 272.02	45%
Contingencies	\$ 3,330.00		\$ -	\$ 3,330.00	100%
<b>TOTAL</b>	<b>\$ 51,105.00</b>		<b>\$ 8,552.17</b>	<b>\$ 42,552.83</b>	<b>83%</b>

**Motion: To approve the September Treasurer's Report as submitted.** The motion was made by Paul Jordan with a second from Rich Campbell. The motion was approved without dissent.

#### COMMITTEES:

##### ROADS: Edward Dedic

The roads are in good shape with a few minor potholes, requests have been made to leave them to help with speeders. A typically scheduled brine application was not purchased for the Labor Day weekend because of the consistent rains. The dolomite in some of the high traffic and open sun areas has seemed to reduce the normal dust we have experienced in these areas previously. We will continue to monitor the dust into the fall to see if a brine is required.

An event took place after last month's board meeting to do some road work on Erie Trail and Ottawa Trail. Saturday on **Erie Trail** we created off ramps for water flow, lined them with stones and reset the stones along the road to keep the hill from eroding. This involved a bit of digging, setting stones flat with the height even with the edge of the road and then raking the sand level. Thanks to Dennis and Sandy McKelly, Ryan McCourt, Mark Hendrickson, Mitch Smith, Bob Liekfield, Jill Dedic for volunteering. Sunday, over on **Ottawa Trail** we created some off ramps and holes and lined with rocks for the water to run off down each side of the new dolomite that has been put down. Some of this work was done with the tractor and we hauled rocks and

dolomite from the center four corners area with the tractor and gator. Thanks to Mark Hendrickson, Brian Mourad, Ryan McCourt, Tom Spees, Jill Dedic for volunteering.

Work was also done to fill and patch holes out on Scenic Drive at the entrance to improve water runoff in that area. Thanks to Dean Gentel and Dennis McKelly for that work.

Thanks to Bob VanLiew for dragging the roads after a few heavy rains to fill in some washouts.

Thanks also to those sweeping, weeding, and patching the asphalt areas at the main entrance, Apache Trail entrance, and West Erie Trail entrance. This work does not go unnoticed.

#### TREES: Paul Jordan

- Tree Removal Plan for Dead Hemlocks Paul Jordan

The Tree Committee met in August and developed a plan for assessing and prioritizing dead trees along CSA roadways for use in anticipating future removal costs. This will involve assessing the risks to property, people, and the extent to which a tree is deteriorated. A probable retreatment in 2028 or 29 of hemlocks has been put into the reserve plan form using the MCD cost and a 3% multiplier to account for inflation.

The people who at the Annual Meeting indicated interest in the committee's work have been contacted, and the September meeting moved to an evening so that they might be able to participate in it.

Cheryl Jordan and Janis Morrison reviewed and have rewritten the "Tree Problems" section of the website to bring it up to date. The revision will be posted in the near future.

Chris Vanderhoff has contacted Great Lakes Energy about removing a large deteriorated dead beech on the roadway that threatens his powerline. Their forester will assess it.

#### BEACH, PARK AND ENTRANCE: Tom Boersma

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". Caleb Kozicki of North Shore Construction estimated between \$5000 and \$6000 to build a stairway over the top of the existing ones. (A cost estimate was obtained from only this one source.) We could keep the price of the work down if we could get volunteers to strip off all the existing grey decking.

After discussion the Board requested that Tom submit a plan at the October meeting that should include at least a rough schematic of the intended rebuild along with a more detailed plan and explanation of how the project would be funded. At least one member also requested that bids be obtained from several sources.

In regard to the reusable aluminum stairs that Rick Emerson had discovered, it was said that the constructions are too rickety to be reliably safe, and too narrow to carry the traffic up and down at the South Access.

BUILDING: Rich Campbell Framing has begun on the Kelly project. Other previously approved projects continue.

#### SOCIAL AND EVENT:

The Labor Day coffee was a great success with a large turnout.

Ed asked if we considered other activities to engage the membership around Labor Day. Dennis let the board know we have signs available for Sand Sculpture contest available if the Social and Event committee wanted to hold such an event.



COMMUNICATION: William Raffail (report given by Paul Jordan)

In the past month there were 2 eNewsletters sent, 3 website updates. Bill has 155 email addresses in his CSA eNewsletter group distribution list which includes one "bad" email address; that member has been notified, and has promised to submit updated contact information via the appropriate CSA website contact form. Paul has pulled email addresses from the current Master List and compared them with Bill's list. After culling former members' addresses and adding some spouses' addresses, Paul's list contains 142 addresses.

Paul Jordan has agreed to assume leadership of the Communication committee next year. To facilitate a smooth transition he and Bill have met to review the responsibilities of the chair: managing the Master List for the email addresses, preparation of the eNewsletter, and the management of the CSA website. They will continue to meet as needed between now and the end of Bill's term next July.

HISTORY: Edward Dedic

We have many members interested in providing stories and photos of past activities in Cobmoosa Shores. A simple email to [history@cobmoosashores.com](mailto:history@cobmoosashores.com) with pictures and a story is all it takes to get started.

We have received boxes of historical documents from former treasurers Sara Collins and Rick Emerson. We need to determine how much is to be archived on-line. The Historical Committee has offered to review and propose archival strategy for the documents. A scanner was approved but never purchased at a prior board meeting. The Board will purchase the scanner to facilitate this effort.

OLD BUSINESS:

- Deed Renewal Update Edward Dedic

Work for HB5611 Renewal continues on gathering the information and documents required that are needed to file the renewal. Huge thank you to Ruth Stevens for her work on this project. We would not have been able to do this work without her. Also thank you to Tom Stellard, Bob Liekfield, and Jill Dedic for their work at the deeds office under Ruth's direction to provide research and document gathering for the project. This pre-work is necessary preparation to save costs and help us select a legal firm to complete the actual filing.

Renewal of the deed restrictions will require submission of a single document which, however, must specify in explicit and accurate detail (including the legal property descriptions and all other specific information) to which properties the document applies. Extreme accuracy will be required.

- Bookkeeper Transition plan Edward Dedic Bob Lieckfield

In reviewing the activities performed by Lyn Richardson who is retiring before the end of this fiscal year, Bob has agreed to take on these responsibilities with reservation about adding something to the treasurer's role that cannot be assumed by the next treasurer. While this would save the association \$1000 annually for the stipend paid for these services, it poses a risk to future people in the role of treasurer. It will be important for the new annual review process by the CSA member financial committee to ensure full transparency of our financial records. A new bookkeeper may cost more than \$1000 per year. Bob to present a plan to the board at the next regular meeting.

- South Beach Access Plan Tom Boersma  
See "Beach, Park, and Entrance", above.

- Parking Stickers Proposal Edward Dedic Jack Spoors

Parking Sticker Proposal for permanent numbered stickers was presented by Ed and Jack for Board awareness and discussion. After much discussion weighing the pros and cons to the proposal, Judy Zane

offered to help research the motions, covenants, and board policy already in place to enforce parking restrictions. A proposal will be revised and prepared for the next Board meeting in October.

- Trash Receptacle Policy/Options Jack Spoors

After careful consideration and having discussed with various Association members, it is my opinion there is no realistic way of establishing and then enforcing a policy pertaining to removing trash cans from the street side in a specific time frame. I would suggest we ask Bill R. to include an appeal to the membership in the newsletter. Briefly explain our desire to try to maintain an attractive association and ask the members to cooperate by seeking assistance from neighbors, etc. The following notes will be sent to the membership in an e-newsletter:

*We are asking that all members in the spirit of maintaining an attractive association, to restore your trash receptacles from the roadside back to your cottage after the scheduled pickup has occurred. If you are unable to do this on your scheduled trash day, please ask a neighbor to assist.*

- Budgeting: Reserve Plan Bob Lieckfield

Bob distributed a Reserve Plan document to the Board requesting that appropriate members fill in the blanks. The information obtained will be compiled and presented at the next meeting.

- Committee and Volunteer Process Edward Dedic Timothy Pieri

We put together a process for the consideration of the board to automate the signup for potential committee and volunteers in the association. Based on feedback from the membership, they would like to have a process to be involved at different levels. While running for the board is an option, there are other levels of involvement allowing participation. For example, members can use the Contact Form on the website to indicate their interest in volunteering or in other participation.

NEW BUSINESS: None

OTHER ITEMS: None

ADJOURNMENT: 10:56 a.m.

**Motion: Motion to adjourn made by Jack Spoors with a second from Bob Lieckfield.** The motion passed without dissent.

NEXT MEETING: October 14, 2023 9:00AM @ Stony Lake Inn

Respectfully submitted,

Paul Jordan, Secretary