

**Minutes of the Lake Arrowhead Property Owners Association
Board of Directors Meeting
May 4, 2024, Board Meeting**

Call to Order: Meeting was called to order by President Paul Cutting at 9:05 a.m. in Lancaster Hall.

Attendance: Present: Paul Cutting, Dave Johnston, Cyn Huyghe (via Zoom), Judy Race, Dan Burroughs, Katie Swank, Ron Race, Jr., Patti Brown, Dana Stubli, Ron Race Sr., Katie Warner, Tracey Duty, and Gary Smith (via Zoom).

Approval of Meeting Minutes: Judy Race had one clarification for the minutes (Finance Reports were sent via email to all Board Members in advance of the February meeting). **Motion by Dan Burroughs, seconded by Patti Brown, to approve the February 3, 2024, Board Meeting Minutes as amended. Motion passed, 13-0.**

County Commissioner Report: Commissioner Dana Wingo was down state and unavailable for the Board Meeting.

First- Announcements/Open Floor: None.

Officer Reports:

President – Paul Cutting thanked Jeff (Fango) Kennedy for his service on the Board. Jeff resigned in February. Paul also thanked the Collection Committee for their efforts and advised that Dana Stubli did not have the time necessary to participate on the Collection Committee. He is hopeful that after the July elections, a new Board Member may step forward.

Vice President – No Report

Treasurer – Our Accounting Agent had sent the financial details to Board Members prior to the meeting. Judy Race reviewed year end and year to date finances. Changing banks has been successful. She gave an example of money market gains of five thousand vs one hundred with the old bank. Paul Cutting thanked Judy for working out details with the new bank and the additional income. **Motion by Ron Race Jr., seconded by Dana Stubli to approve the Treasurers Report. Motion passed, 13-0.**

Secretary – No Report.

Committee Reports:

Building Control – Ron Race Jr., one house on Tonawanda Trail is complete and occupied. The former O’Connell house has been raised and is nearing completion. Three pole barns have been approved to build.

Building Maintenance – Paul Cutting, Ron replaced the fences near the pool that were damaged when the large tree was removed, fifty-five rotten fence boards were replaced in Anita’s Park, and a new section of fence was installed at the Boat Launch. The three Docks (Boat Launch, Little Bear, and Anita’s Park) have been installed for the season. Ron Race mentioned that our vendor Speed-Tech adjusted the ram pressure on the compactor. This allows more trash in the bin prior to picking up.

Campground – Paul Cutting anticipates an additional \$3-\$4K income with monthly rentals. Katie Warner reminded the Board that we had a camper that submitted a request to begin opening the bathhouse on May 1st instead of May 15th. Gary Smith recommends no earlier than the 15th due to the possibility of a freeze. Gary will inform the camper.

Collections – Judy Race, we should have three members on Collection. Dana’s departure left just her, so Ron Race has been filling in until a replacement is available.

Environment and Zoning – Dana Stubli, working on a couple of debris issues at homes on Macatawa Trail. She will also look at two issues on Okemos – 1. Barrels and tires have been dumped. 2. A treadmill has been dumped. REMINDER: Hayes Township free dump day is June 8th. Hazardous waste disposal will be on the same day this year.

Forestry – Tracey Duty, no report.

Long-Range Planning – Gary Smith, Arapaho Trail repaving & New Truck purchase discussion later.

Minerals/Gas Wells – Dave Johnston, current gas well price is \$1.98.

Parks, Lakes, and Safety – Open Chair position. Ron Race gave a detailed report on boat mooring. He reports that he was contacted by EGLE. One of our members reported to them that LAPOA was operating a marina near the boat launch. Ron disputed this claim. He reminded the EGLE representative that Ron talked to him personally in 2022 regarding the proposal of placing mooring posts on land when the Board had approved the project and again in 2023 as the program was about to get underway. Both times the response was “as the post were on land and not in the water, no permit from EGLE was necessary.” The representative recalled these conversations but wanted to confer with his colleagues. The representative called back and asked that we apply for a permit. Ron says he spent several evenings completing the process and submitted the forms and the \$150 fee. He received a response that it may take up to 60 days to process the application and 90 days to review the application. Dan Burroughs reported that the new Pickleball court coating will take place when the temperature is consistently 55 degrees or higher.

Parliamentary, Bylaws, History – Ron Race, there are bylaw changes on the agenda that Ron was unaware of. Please be sure to partner with the Bylaws Chair prior to proposing changes to the bylaws.

Personnel – Judy Race, change from contractors to employees has gone very smoothly. Office staff are working wonderfully with coverage as needed. Overall payroll was basically the same as before.

Pool – Dave Johnston, preparation, and clean-up to begin May 13th with pool opening on Friday May 24th.

Real Estate – Judy Race, very few properties going back to the county. Currently eight on the list vs sixty a few years back before LAPOA partnered with the County Treasurer.

Resolution – Tracey Duty, one response needed from the committee and will be forwarded to the Board on Tuesday the 7th.

Roads, Grounds, & Equipment – Dan Burroughs, brine cost per gallon is same as last year .34 cents. The first brine is a little heavier and costs approximately \$10K. Should occur the week heading into Memorial Day. Roads have not been shaped for about eight years or so. Would like to have Earthworks do as many roads as possible prior to the brine. **Motion by Dan Burroughs, seconded by Ron Race Sr. to spend up to \$10K to recrown the roads. Motion passed, 13-0.** Katie Warner requested we obtain a price to paint a yellow line down the middle of Arapaho Trail. Dan Burroughs will solicit a bid.

Road Improvement – Ron Race, improvement plan for fall work will be given to the Board at the July meeting.

Security Cameras – Ron Race, a couple minor repairs covered under maintenance. One dumping in the last few months – a child’s roller scooter.

Social Committee – Patti Brown, thanks to Katie Swank doing so much for our community, i.e., Chili Cookoff and Easter Egg hunt and party. The committee had a member named Brenda that donated materials to the Easter Egg Hunt. The committee would like to have more members contribute and have them provide other events i.e., arts and crafts for children.

Webmaster – Cyn Huyghe, no report.

Communications – Tracey Duty, with the assistance of Ron Race Sr., everything is running smoothly.

Technology & Newsletter – Katie Warner, newsletter articles are due May 15th.

Unfinished Business:

Fill Open Directors Position – Motion by Paul Cutting, seconded by Pattie Brown to appoint Dawnna Cron to the Board of Directors to fill the open position. Motion passed, 12 yes (Katie Warner abstained). Dawnna will assume the Park, Lakes, and Safety Chair. Paul Cutting and Ron Race Sr will support.

Truck Purchase Payment Options – Discussed using capital reserve funds, bank loan, or special assessment. Motion by Dan Burroughs, seconded by Dana Stubli to buy the truck outright. Motion passed, 12-2 (Cyn Huyghe and Katie Warner voted no).

Action led to a discussion about current investments and money on hand in the bank. Motion by Paul Cutting, seconded by Ron Race Jr., to allow our Treasurer Judy Race to work with the bank and reinvest expiring accounts into a new Certificate of Deposit as she deems appropriate based on funding for the truck. Motion passed 14-0.

Boat Mooring lottery – Six requests for a boat mooring spot were received for three available. Names were drawn from a hat in front of the Board and guests. Results were #1 Lance Wood, #2 Kevin Parks, #3 Gary Smith, #4 Dave Schober, #5 Vickie More, #6 Kyle Stubli. The Office Administrator will contact all six members.

Boat Storage Rack Lottery – Not held as only three members applied. Paul Cutting will verify that Fango is still going to build the storage rack.

New Business:

Trash Compactor – Contract Renewal; Motion by Ron Race Sr., seconded by Paul Cutting to authorize Judy Race and Dan Burroughs to negotiate the best price and sign the Waste Management contract. Motion passed 14-0.

Employee Annual Review Form – Approval; Employee Committee submitted their recommended employee form and associated information.

After discussion- Motion by Katie Warner, seconded by Tracey Duty to remove paragraph 4 of the instructions. Motion Failed 7-7 (Paul Cutting, Judy Race, Gary Smith, Ron Race Jr., Dan Burroughs, Ron Race Sr., Dave Johnston voted no).

Motion by Judy Race, seconded by Ron Race Jr. to approve the committee's recommendation. Motion failed 7-7 (Katie Warner, Tracey Duty, Patti Brown, Dana Stubli, Cyn Huyghe, Dawnna Cron, Katie Swank voted no).

Petitions submitted by members to change bylaws – Discussion whether the Board should authorize the President to represent the board and respond in the newsletter. Motion by Paul Cutting, seconded by Ron Race Sr. to have the Board take a position on the petitions. Motion Failed 6-8 (Katie Warner, Tracey Duty, Dan Burroughs, Dana Stubli, Patti Brown, Dawnna Cron, Katie Swank, Cyn Huyghe voted no).

Board of Director Regular Meeting Schedule – Additional Meetings

Motion by Katie Warner, seconded by Cyn Huyghe to change ARTICLE VII – THE MANAGEMENT, Section 13, paragraph b. to Regular meetings of the Board of Directors will be scheduled for February, March, April, May, July, August, September, October, November and ~~December~~ with specific dates to be established by the Board at their first meeting after the annual Membership Meeting in July. Judy Race shared her concern about possibly removing the December meeting as it is the budget preparation meeting to be presented and approved at the February meeting. Motion Failed 4-10 (Paul Cutting, Judy

Race, Dave Johnston, Dan Burroughs, Dana Stubli, Ron Race Sr., Gary Smith, Katie Swank, Dawna Cron, Ron Race Jr., voted no).

Mail-in Voting on Bylaw Changes –

Motion by Katie Warner, seconded by Tracey Dudy to allow mail-in voting via June newsletter ballot for all voting (to include ratifying bylaws, proposed bylaw changes via petition and Board of Directors) conducted at the annual membership meeting. Ballots will be handled in accordance with ARTICLE V – VOTING RIGHTS AND PROCEDURES and mirror the voting procedures for electing a Board of Directors Section 6). Motion failed 4-10 (Paul Cutting, Judy Race, Dave Johnston, Dan Burroughs, Dana Stubli, Ron Race Sr., Gary Smith, Katie Swank, Dawna Cron, Ron Race Jr., voted no).

Vote Separately for each Bylaw Ratification/Change

Motion by Katie Warner, seconded by Cyn Huyghe to have bylaw change/ratification presented as each was approved by the Board with a motion/vote at the annual meeting. (current procedure) Motion passed 13-1 (Gary Smith voted no).

Zoom Participants Allowed to make Member Comments

Motion by Katie Warner, seconded by Dana Stubli to allow members in good standing who attend via telecommunication the ability to participate in public comment time of Board meetings and follow the same guidelines put forth for those attending in person. Motion passed 8-6 (Paul Cutting, Ron Race Sr., Dan Burroughs, Ron Race Jr., Gary Smith, Judy Race voted no).

Fire Sign – Compensation for Member charged with Updating –

Recommendation by Katie Warner to compensate the Member charged with the daily monitoring of fire danger conditions and updating the Fire Sign at \$10 a month (\$120 per year) crediting annual dues. After discussion, **Motion by Katie Warner, seconded by Tracey Duty to assign this responsibility to our Roads and Grounds Caretaker. Motion passed 14-0.** Paul Cutting asked that we be sure to thank the member that currently had volunteered to update the sign.

Dana Stubli had to leave the meeting at this time – 12:25PM.

Second Announcements / Open Floor –

Larry Roll voiced that the improvement made to Arrowroot Trail is great. However, concern that now water is puddling on his lawn (road easement). Dan Burroughs and our Caretaker will evaluate and respond.

Walker Mink voiced that he understands that not every member has the best interest in Lake Arrowhead, but he believes that every member should have the right to vote good or bad.

Adjournment:

At 12:32 Motion by Ron Race Sr., seconded by Dan Burroughs to adjourn. Motion passed 13-0.

Respectfully Submitted

Ron Race Sr.
LAPOA Parliamentary