

**THE DOUGLAS LAKE IMPROVEMENT ASSOCIATION
EXECUTIVE BOARD MEETING**

AGENDA AND NOTES

Present: Mary Ellen Sheridan (President), Marilyn Keleman (Vice President), Barb Huey (Secretary), Sue Klaas (Treasurer); Directors – Bill Foster, Frank Beaver, Scott Davis; Zone Reps – Jayne Morse, Ron Keleman, Joyce Oldham, Gail Beaver, Evelyn Schulte, Joan Caldwell, Linda Alexander, Betsy Naumer; Standing Committee Chairs - Bill Hartwig, Holly Gedert, Pete Klaas, Dave Thompson, Gwen Kuehn, Joan Hartwig, Stuart Case

Date: May 24, 2019

Time: 3:00 – 5:30 pm

Location: Pellston Regional Airport, 2nd Floor Conference Room

Agenda Item	Discussion	Decisions/Findings	Next Steps
Call the Meeting to Order by the President – Mary Ellen Sheridan	<ul style="list-style-type: none"> Mary Ellen called the meeting to order at 3:00 pm and welcomed all in attendance The DLIA Purpose was reviewed. 	One third of Executive Board constitutes a quorum; quorum noted.	
Minutes of the Previous Meeting/Attendance – Barb Huey	<ul style="list-style-type: none"> Motion by Marilyn Keleman, seconded by Sue Klaas to approve minutes of 8/6/18. 	<ul style="list-style-type: none"> Motion passed. 	
Report of Executive Board Vote via Email – Barb Huey/M.E. Sheridan	<ul style="list-style-type: none"> See New Business below 		
Treasurer’s Report – Sue Klaas (see attached)	<ul style="list-style-type: none"> Financial Report through April 2019 was presented. 	<ul style="list-style-type: none"> Financial Report approved as presented. 	
Appointments/Committee Changes – M.E. Sheridan	<ul style="list-style-type: none"> Welcome to Denise Bosin, Zone 61 Joan Caldwell, Zone 92 New terms as Directors: Frank Beaver, Scott Davis, Bill Foster, Linda Orlow. New Committee Chairs: Scott Davis, Budget/Finance Chair Sharon Fortner, Water Quality Monitoring Chair Motion by Linda Alexander to accept appointments and Committee Chairs as presented, seconded by Bill Foster. 	<ul style="list-style-type: none"> Motion passed. 	
Nominating Committee – M.E. Sheridan	<ul style="list-style-type: none"> Sue Klaas will be completing second term as Treasurer and cannot serve another term. A nominating Committee is needed to identify candidate(s) to EB for approval 	<ul style="list-style-type: none"> Joan Hartwig agreed to chair. 	<ul style="list-style-type: none"> Sue will share summary of Treasurer responsibilities.

<p>Upcoming Meetings – M.E. Sheridan</p>	<ul style="list-style-type: none"> • TOMWC Summit. This is a chance to network with people from other lakes & to hear about lake issues, problems, and solutions. Mary Ellen & Bill Foster to attend, June 24, 1-4 pm at N. Central MI College. 		<ul style="list-style-type: none"> • Mary Ellen to put out more info in enewsletter.
<p>DLIA Scholarship Report - M.E. Sheridan for Karie Slavik</p>	<ul style="list-style-type: none"> • Emma Ortlieb from Petoskey is the 2019 recipient. 		
<p>New Business – M.E. Sheridan</p> <ul style="list-style-type: none"> • Should DLIA apply for 501(c)3 status? 	<ul style="list-style-type: none"> • DLIA is currently a non-profit organization, but not 501(c)3. • Last August Holly Gedert shared DLIA Articles of Incorporation, Bylaws, past and current Financial information with Gail Gruenwald, Exec. Director at TOMWC. Gail had agreed to review these documents in anticipation of DLIA’s consideration of application for tax-exempt status. See Discussion Paper for Consideration of Application for Tax-Exempt Status for DLIA (M.E. Sheridan) • Mary Ellen met with Gail in November to discuss Gail’s insights. Among the items ME learned: <ul style="list-style-type: none"> ○ DLIA’s status as non-profit corporation does not exempt Association from sales tax. ○ Articles of Incorporation from 1967 do not reflect purpose of Association described in 2016 Bylaws revision. ○ 2016 Bylaws should address Disposition of Assets in the event of Dissolution; Bylaws should address 	<ul style="list-style-type: none"> • No matter whether DLIA pursues tax-exempt determination, deficiencies in Articles of Incorporation and Bylaws need to be addressed: <ul style="list-style-type: none"> ○ Articles of Incorporation & Bylaws would need to align purpose of Association. ○ Bylaws would need to include language about Disposition of Assets in event of Dissolution; and indemnification of EB members ○ Bylaws would need to address indemnification of DLIA’s voting members should there be legal action against DLIA. ○ The Association’s old Federal Employee Id Number (EIN) no longer is recognized by IRS, possibly due to not being used because no tax returns have been filed under it. Mary Ellen applied for & received a new EIN last November. 	<ul style="list-style-type: none"> • Bill Hartwig agreed to chair a committee to make a proposal to the Exec. Board. • Discussion to continue at June 20th meeting.

<ul style="list-style-type: none"> Michigan sales tax on merchandise sold 	<p>indemnification of EB members by DLIA;</p> <ul style="list-style-type: none"> If DLIA wants to pursue determination of tax-exempt status 501(c)3 by Internal Revenue Service, both Articles of Incorporation and Bylaws would need a clear statement of public benefit. Gail offered to assist with application for 501(c)3 status at no cost to DLIA. Gail Gruenwald also noticed that we have not been collecting on or paying sales tax for merchandise sold as we should have been. 	<ul style="list-style-type: none"> In Feb. 2019 Mary Ellen contacted Exec. Board members via email to update them. She asked for a vote to approve a “revised financial report format to incorporate means to record/report MI Sales Tax” and “approval of a merchandise pricing policy to include MI Sales Tax in the price of the item”. Of the 25 voting members, 15 responded with 14 Yes votes & 1 No vote. DLIA is now registered with the state for Sales Tax reporting. 	<ul style="list-style-type: none"> Cost of merchandise now includes the price of sales tax. DLIA will report and pay sales tax to the State of Michigan beginning in February 2019.
<p>Committee Reports</p> <ul style="list-style-type: none"> Mary Ellen 	<ul style="list-style-type: none"> Mary Ellen intends to include committee chair written reports in eNews to share with membership, providing more timely info about activities of DLIA committees. Reports will also be posted on DLIA website under Membership Reports. 		

<ul style="list-style-type: none"> • Membership Administrator – Gwen Kuehn • Budget Committee – Scott Davis • Boat Ramp – Stuart Case • Loon Nesting Preservation – Dave Thompson • Clean Boats/Clean Waters, Landing Blitz/Aquatic Plant Survey – Pete Klaas 	<ul style="list-style-type: none"> • Mailing for 2019 dues went to 353 membership households in Feb. 2019. • Boat ramp at DLB is operational with concrete sections intact & water depth currently satisfactory. • May need to excavate accumulation of sand in ramp area in future. • On northern side of right-of-way at water’s edge is erosion due to wave action. This is believed to be responsibility of township to maintain. • Four nesting areas put on lake – Maple Bay, Marl Bay, N. Fishtail, south shore of lake. 2 nests have 2 eggs each, 1 nest has no eggs, and 1 has no nesting pair. • Eagles nest in Maple Bay. • Landing Blitz-Dept of Environment, Great Lake and Energy (new name for old DEQ) asking for help with public education outreach effort for boating safety, clean boats/clean waters education. 	<ul style="list-style-type: none"> • Dues collected as of May 15, 2019 is \$ 6475. • We have 8 new member households. • Stuart to continue to monitor. • Follow the nests on DLIA website. • Scott Davis offered to enroll DLIA for outreach effort at DLB Boat Ramp. Several other DLIA members have offered to assist. Tentative date is June 29th or 30th 	<ul style="list-style-type: none"> • Committee to meet & come up with proposed budget for Aug. Executive Board meeting. • Munro Twp. Supervisor should be contacted and made aware of erosion occurring on the ramp right-of-way and the need for future maintenance. • Scott will get DLIA registered as site by 5/31 deadline.
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<ul style="list-style-type: none"> • News Team 	<ul style="list-style-type: none"> • There are new regulations from DNR on cleaning boats. • Tip of the Mitt Aquatic Plant Survey will happen on Douglas Lake starting in July. Volunteers and UMBS students will be participating. • Currently 51 households receive newsletters by USPS. Discussion regarding costs incurred for mailing. • Joan wants to know if anyone has topics for next fall's newsletter. 	<ul style="list-style-type: none"> • When Zone Reps are passing out new Directories, encourage USPS recipients to provide email and "go green". • Please let Joan know if you have ideas for newsletter. 	<ul style="list-style-type: none"> • Pete Klaas requested new DNR boat cleaning regulations brochure to be handed out with directories. • Gwen will send to MES list of members & zone #s who get Newsletter by hard copy USPS • MES will distribute to appropriate zone reps
<ul style="list-style-type: none"> • Community Relations – Bill Hartwig 	<ul style="list-style-type: none"> • Munro Township will be deciding at their next meeting if money will be spent to work on Heilman Rd or Hayward Rd this year. • A question was asked about whether there was any word on fixing Van Rd with the sides of the road in bad shape. • Levering Rd east of I-75 will be under construction this summer. 	<ul style="list-style-type: none"> • Bill recommends that anyone who has an opinion on which road, contact Paul Nows (Douglas Lake resident). • No word on this. 	<ul style="list-style-type: none"> • Bill to check with Emmet County Road Commission to find out about Van Rd disrepair.
<ul style="list-style-type: none"> • 2019 Lake Directory – Holly Gedert 	<ul style="list-style-type: none"> • Directories are finished. Many ads were renewed from renewal letter that was sent out. Ad sales income was \$9684.48, expense \$5653.96. • A big expense on the directories is the spiral binding, which many people want. 	<ul style="list-style-type: none"> • Mary Ellen is readying directories for distribution. Handouts with Directories will include 2019 Fact Sheet, 2019 Volunteer Boat Assist Team, Shoreland Stewards information and new boating regulations from DNR which Pete Klaas has obtained. 	<ul style="list-style-type: none"> • Mary Ellen will contact Zone Reps to help with preparing Directories & handouts for distribution after June 12.

<ul style="list-style-type: none"> • Merchandise – Holly Gedert • Shoreline Stewardship – Sharon Fortner 	<ul style="list-style-type: none"> • Merchandise for this year’s sales have been ordered. Holly showed new shirt fabric and design. • Merchandise will have a price increase due to addition of sales tax as well as price increase for materials. • Two like-new kayaks have been donated to DLIA and will be auctioned off at the 1st sale, Sat. June 15, at the storage unit via silent auction. • No report; Sharon not in attendance. 		
<p>Unfinished Business</p> <ul style="list-style-type: none"> • Walleye Release – Scott Davis 	<ul style="list-style-type: none"> • Scott serves as DLIA Liaison with LTBB Odawa Indians • Another release is coming. See Scott Davis’s article A History of Fish Management in Douglas Lake in newsletter at http://www.douglaslake.org/wp-content/media/newsletter-2019-05.pdf • There will be more fish hatchery tours this year. Watch for information/dates in eNews. 		<ul style="list-style-type: none"> • Announcements of LTBB Odawa Indian Fish Hatchery tours to be in enews
<ul style="list-style-type: none"> • Adjournment - 5:31 pm 	<ul style="list-style-type: none"> • Motion made by Ron Kelleman, seconded by Bill Foster. 	<p>Motion passed.</p>	<p>Next meetings Thurs., June 20, 3:00 – 5:30 Thurs., Aug. 8, 3:00 – 5:30 Annual Mtg: Mon., Aug. 19, 7:00 pm</p>
<p>Minutes Submitted by: Barb Huey</p>			