

THE DOUGLAS LAKE IMPROVEMENT ASSOCIATION

EXECUTIVE BOARD MEETING

AGENDA AND NOTES

Present: Ronald Witthoff (President), Scott Davis (Vice President), Suzanne Witthoff (Treasurer), Linda Woolcott (Secretary); Past President – Mary Ellen Sheridan; Zone Reps – Kathy Buchweitz, Dennis Mikus, Cheryl Krehbiel, Joyce Oldham, Joan Caldwell; Standing Committee Chairs – Bill Hartwig, Joan Hartwig

Date: September 15, 2022

Time: 3:00 pm – 5:00 pm

Location: Pellston Regional Airport, 2nd Floor Conference Room

Agenda Item	Discussion	Decisions/Findings	Next Steps
Call the Meeting to Order by the President – Ronald Witthoff (RW)	<ul style="list-style-type: none"> Ron called the meeting to order at 3:07 pm. He then invited each officer to provide a short introduction to the group. 	<ul style="list-style-type: none"> One third of Executive Board constitutes a quorum; quorum noted. 	
Minutes of the Previous Meeting/Attendance – Linda Woolcott (See attached)	<ul style="list-style-type: none"> Linda Woolcott presented minutes of 8/11, 2022 EB meeting. Motion by Suzanne Witthoff seconded by Scott Davis to approve minutes of 8/11/2022 EB meeting. 	<ul style="list-style-type: none"> Motion passed. 	
Past President’s Report	<ul style="list-style-type: none"> Mary Ellen Sheridan presented a letter dated 8/19/2022 to Citizens National Bank memorializing a motion, second and vote of approval by the EB for the incoming President and Treasurer to have the power to deposit funds and perform other actions for DLIA funds at the bank. The motion was approved by EB by e-mail between 8/11/2022 and 8/19/2022. Mary Ellen requested the letter be noted and included in the minutes of this meeting. (See attachment.) 		

<p>Treasurers Report – Suzanne Witthoff (See attached)</p>	<ul style="list-style-type: none"> • Suzanne Witthoff presented Treasurer’s Report through August 31, 2022. • Motion by Mary Ellen Sheridan, seconded by Scott Davis to approve Treasurer’s Report through 8/31/2022. 	<ul style="list-style-type: none"> • Treasurer’s Report approved as presented. 	
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President's Report – Ron Witthoff

- **Boat ramp status**
- **Directory Team**
- **Newsletter Team**
- **Communications Coordinator (see attachment)**
- **Zone Representative Team Leader (see attachment)**

- Ron reported that boat ramp is complete with exception of punch list items including epoxy of small crack and grass seeding. The boat ramp working group will work with Munro Township on responsibility for paying for and performing ongoing maintenance of the ramp. Ron plans to ask the boat ramp working group to investigate ideas for enhancing the boat washing program to prevent invasive species infestation of the lake.
- Ron reported that the new directory will be published this year. Holly Gedert is the lead, with Cheryl Krehbiel and Suzanne Witthoff assisting. Gwen Kuehn and Barb Huey will also assist regarding membership data. There was a discussion of whether additional funds should be raised to replace the money set aside for invasive species mitigation which was used for the boat ramp. It was decided to brainstorm this issue at the next meeting.
- Ron informed the EB that the newsletter team would be led by Joan Hartwig with Holly Gedert, Jan Huntley, Linda Orlow, Marcie Ladzick, Susan O'Dwyer and Frank Beaver assisting. The team is planning to have the newsletter ready before Thanksgiving. About 35 people will receive a hard copy.

	<ul style="list-style-type: none"> • Ron proposed the position of Communications Coordinator to facilitate consistent communications among all DLIA platforms as described in the job description attached. EB members agreed that the position would add value to the various communications teams and would be helpful for Ron as President. Bill Hartwig moved that the position be created and Kathy Buchweitz seconded the motion. Scott Davis moved to approve Cheryl Krehbiel as Communications Coordinator and Joan Caldwell seconded the motion. • Ron proposed the position of Zone Representative Team Leader to identify and cultivate people who may be interested in helping the DLIA as volunteers on its various projects and perform the tasks outlined on the attached job description. After discussion, Mary Ellen Sheridan moved that the position be created and Joyce Oldham seconded the motion. Mary Ellen Sheridan then moved to approve Linda Orlow as Zone Representative Team Leader and Suzanne Witthoff seconded the motion. 	<ul style="list-style-type: none"> • Both motions passed. • Both motions passed. 	
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<p>New Business</p> <ul style="list-style-type: none"> • Approval of Cheryl Krehbiel as Communications Coordinator • Approval of Linda Orlow as Zone Representative Coordinator • Approval of Holly Gedert new Zone 71 Representative • Approval of Jerry Huey to informally review DLIA financial statement as provided in DLIA Bylaws V.B.4k 	<ul style="list-style-type: none"> • Cheryl Krehbiel was approved as Communications Coordinator. See above President’s Report. • Linda Orlow was approved as Zone Representative Coordinator. See above President’s Report. • Holly Gedert was presented as Zone 71 representative. Motion made to approve Holly as Zone 71 Zone Representative by Mary Ellen Sheridan and seconded by Scott Davis. • Jerry Huey has volunteered to informally review the DLIA financial statement as provided in Section V.B.4k of the Bylaws. Motion made by Mary Ellen Sheridan and seconded by Joyce Oldham to approve Jerry Huey as person to informally review DLIA financial statement. 	<p>Motion passed.</p> <p>Motion passed.</p>	
<p>Adjournment - 5:05PM</p>	<ul style="list-style-type: none"> • Motion to adjourn made by Dennis Mikus seconded by Joyce Oldham. 	<p>Motion passed</p>	
<p>Minutes Submitted by: Linda Woolcott</p>			