

THE DOUGLAS LAKE IMPROVEMENT ASSOCIATION

EXECUTIVE BOARD MEETING

AGENDA AND NOTES

Present - Officers: Ron Witthoff (President), Scott Davis (Vice President), Linda Woolcott (Secretary); Kathy Buchweitz (Treasurer). Immediate Past President: Mary Ellen Sheridan. Zone Reps: Cheryl Krehbiel, Holly Gedert, Joan Caldwell, Linda Orlow; Standing Committee Chairs: Joan Hartwig, Bill Hartwig, Barb Huey; Sharon Fortner Members: Greg Denkins.

Date: September 10, 2024 **Time:** 9:30 a.m. **Location:** Pellston Regional Airport, 2nd Floor Conference Room

Agenda Item	Discussion	Decisions/Findings	Next Steps
<p>Call Meeting to Order – Ronald Witthoff, President</p>	<ul style="list-style-type: none"> Ron called the meeting to order at 9:30 a.m. and introduced Greg Denkins, who will be voted in at the meeting as the new Zone Representative for Joyce Oldham. 	<ul style="list-style-type: none"> One third of Executive Board constitutes a quorum; quorum noted. 	
<p>Minutes of Previous Meeting/Attendance – Linda Woolcott (See attached)</p>	<ul style="list-style-type: none"> Linda Woolcott presented minutes of 8/6/2024 Executive Board meeting. Motion by Kathy Buchweitz to approve minutes, seconded by Mary Ellen Sheridan. Motion passed. 	<ul style="list-style-type: none"> Minutes approved as presented 	
<p>Treasurer’s Report – Kathy Buchweitz</p>	<ul style="list-style-type: none"> Kathy reported that she purchased 9-month CD’s in the total amount of \$45,000 at 4.85% interest from Citizens National Bank pursuant to the direction of the Executive Board at its last meeting on August 6, 2024 		
<p>President’s Report</p> <ul style="list-style-type: none"> Status of Merchandise Sales Operation Status of Directory Production 	<p><u>Status of Merchandise Sales</u></p> <ul style="list-style-type: none"> Ron said the merchandise sales will continue under the direction of Mindy Masterson, who has agreed to take over the sales responsibility. Mindy will recruit others to help her. Ron asked that anyone who is willing to help contact him 		

	<p>so he can pass along their information to Mindy.</p> <p><u>Status of Directory Production</u></p> <ul style="list-style-type: none">• Ron said the Directory will be published this year and that Holly Gedert has asked to reduce her role on the Directory production. The most difficult and time-consuming part of the Directory is advertising solicitation and production, which requires technical expertise. The income varies, but since 2011 ads have generated approximately \$48,000. Last year ads generated approximately \$8,523. DLIA reached out in e-news for a volunteer with technical background and no one responded. Cheryl Kriebiel's daughter, Andrea Walton, was contacted and agreed to assist with the technical part of the ads. Holly Gedert will lead the Directory project but with significant help from Andrea, Barb Huey and a team of people who will work with her on production. <p><u>Newsletter</u></p> <ul style="list-style-type: none">• Joan Hartwig would like to retire from her work on the newsletter at end of Spring 2025. DLIA needs to recruit a person who is willing to take on the job of producing the newsletter twice a year. Ron asked the Executive Board to see if they know anyone who may be interested. Sally Butler has a person in mind. Joan will give a job description to Sally who will share it with the person.		
--	--	--	--

	<p><u>Shoreline Survey</u></p> <ul style="list-style-type: none"> The shoreline survey has been completed by Tip of the Mitt. A report will be provided to DLIA at the end of February. Each resident will be able to view information gathered during the survey about their specific property through a private link online. In addition to the survey, there was an opportunity for lake residents to tour four shoreline properties by pontoon boat. A representative from Tip of the Mitt answered questions about the shoreline restoration that was done. Sally Butler reported on her experience on the tour and the interesting choices each property owner made regarding design. Mary Ellen Sheridan suggested an article be written for the May newsletter regarding the properties viewed by the residents on the tour. 		
<p>Committee Reports:</p> <p>Budget and Finance Committee Annual Budget</p>	<p><u>Budget and Finance Committee Annual Budget</u></p> <ul style="list-style-type: none"> Mary Ellen Sheridan and her committee Sally Butler, Alan Grams and Kathy Buchweitz, prepared a budget proposal for review of the Executive Committee. Mary Ellen went through each line item and explained that 2025 will be an exceptionally expensive year because DLIA will be paying a share of both a shoreline and aquatic vegetation survey and the cost of producing a Directory. Motion made by Scott Davis, seconded by Cheryl Krehbiel to approve the proposed 2025 budget with the following amendments: add \$8,000 as estimated income from Directory sales, add \$60 to expenses for cost of a postal 		

	<p>box, increase expense to print the Directory from \$1,700 to \$2,500.</p> <ul style="list-style-type: none"> • Mary Ellen said the budget committee recommends that DLIA purchase another CD or CDs for approximately \$27,000 that is currently in a money market fund at Citizens National Bank. Motion made by Cheryl Krehbiel, seconded by Scott Davis to invest \$25,000 that is currently in a money market account into a 9-month CD or CDs at Citizens National Bank at 4.13 % or its best rate for a 9-month CD. • Holly Gedert pointed out that the budget does not include the physical assets owned by DLIA. She suggested that the assets be added to the budget so that the budget could also be used as a financial statement. Holly agreed to send the most recent list of assets she has to Mary Ellen so that they can be added to the budget. 		
<p>Old Business</p> <ul style="list-style-type: none"> • Status of Boat Wash Research • Status of Language for contributions in addition to dues 	<p><u>Boat Wash Research</u></p> <ul style="list-style-type: none"> • Ron and Scott went to Walloon Lake and looked at one of the boat cleaning stations they use at their boat launches. Scott reported that the boat wash product allows boaters to clean boats by using air instead of water and is solar powered and portable. The station is approximately 3' wide and 9' long, 6 ½' tall without the solar panels. It is on a cement pad that is 4' by 10' and can be moved with a forklift. There is no plumbing, and the station uses compressed air instead of water to clean the watercraft. There is a vacuum to remove water from the boats and a built-in storage tank 	<ul style="list-style-type: none"> • Motion to form committee consisting of Scott Davis, Kevin Olson, Ron Witthoff and one or two other people to look into the feasibility of DLIA purchasing a similar boat wash station and report back in the spring of 2025 passed. 	

	<p>of approximately 70 gallons. The company provides software that reports statistics on use and how much water is in the tank. Walloon paid a one-time fee and then \$100 monthly charge thereafter for the software. Also, Walloon installed professional signage about use of the wash and where the funding came from for the wash station. The station is unmanned and stays in place in the winter. It is covered during the winter and the battery is disconnected. In addition to the operating cost \$1,200 year, the estimated price of the equipment is \$30,000. Walloon Lake got grants for a significant part of the cost. Scott Davis moved to form a committee consisting of Scott Davis, Kevin Olson, Ron Witthoff and one or two other people to look into the feasibility of DLIA purchasing a similar boat wash station and report back in the spring of 2025. Sharon Fortner seconded the motion. Motion passed.</p> <p><u>Language for contributions in addition to dues</u></p> <ul style="list-style-type: none"> As a follow up to the request made at the Executive Board meeting on August 6, 2024, Barb Huey prepared and presented language requesting donations in addition to dues with tiers of donation amounts designated as “supporter”, “sponsor” or “benefactor”. Motion made by Scott Davis, second by Linda Orlow to approve language suggested by Barb on tiered giving, with some type of written recognition to be made for those who donate and want to be recognized. Where the written recognition will be made will be determined later. Ron and Barb 	<p>Motion made by Scott Davis, second by Linda Orlow to approve language suggested by Barb on tiered giving, with some type of written recognition to be made for those who donate and want to be recognized. Where the written recognition will be made will be determined later passed.</p>	
--	--	---	--

	will discuss how to handle those people who have paid dues ahead and whether they should be grandfathered from the \$25 dues increase.		
New Business <ul style="list-style-type: none"> • Appointment of Zone Representative for Zone 51 • Future Executive Board meeting dates 	<u>Appointment of Zone Representative for Zones 51, 61, and 71</u> Motion by Linda Orlow seconded by Scott Davis to approve Greg Denkins, Susie Huntington and Julie Kelly as new zone representatives. Motion passed. <u>Future Executive Board Meeting dates</u> <ul style="list-style-type: none"> • Next meeting will be announced at a future date. 	Zone Representatives for Zones 51, 61 and 71 approved by motion.	
Adjournment –11:50:am.	<ul style="list-style-type: none"> • Motion to adjourn made by Linda Orlow seconded by Scott Davis. 	<ul style="list-style-type: none"> • Motion passed 	
Minutes submitted by Linda Woolcott			