

## MOON LAKE PROPERTY OWNERS ASSOCIATION

### BOARD OF DIRECTORS MEETING

January 13, 2007 Unapproved Minutes

President, Jack Lytle, called the meeting to order at 2:00 p.m. at the Moon Lake Clubhouse.

#### **ROLL CALL**

##### **Present:**

Jack Lytle- President

Bill Czopek – Vice President

Jean Czopek- Secretary

Karen McClintock- Treasurer

Ross Argue- Director- SML

Shelly Stewart- Director WE1

##### **Absent:**

Ron Palmquist – Director- WM

Jim Worden – Director – WE2

Valleywood- vacant

Five additional property owners in attendance

#### **Agenda**

Agenda was approved with additions

#### **Appointments**

Jack Lytle stated that he has been unable to contact Jim Worden and doesn't know if he plans to participate as a director. Ed Roginski presented a letter of interest in joining the board. Jack recommended that Ed be appointed to the WE2 position held by Jim Worden. Ross Argue moved that we accept the nomination of Ed Roginski as Director for WE2 to replace Jim Worden. It was seconded by Bill Czopek and the motion passed.

Jean Czopek will contact some people about the open Valleywood position.

#### **Correspondence**

Karen McClintock stated that she received a letter from our insurance company stating that our policy is to expire and she will invite the representative to our next meeting to review our coverage and any needed changes.

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Karen McClintock also received a letter from our attorney regarding the charges sent to us for work for former board members not authorized to contact him. He will work only with the President or Vice President and would like to know if anyone in these two positions changes.

**Pool Restoration Contract**

Ross Weston from A-1 Pool Services from Bay City discussed what the plans are for pool repairs.

Jack Lytle stated that he has a contact that will provide plumbing supplies at cost. A list of materials will be supplied by A-1 Pools. Difference in price will be reflected in the final contract payment.

Discussion on services not provided in the contract. It was decided that we will contract with local people to bring in a dump truck and backhoe to remove old materials and concrete.

Treasurer should contact PIE&G for electric service hook up. It will have to be made as soon as possible as a new meter may have to be installed. If the weather is nice, the company will get started soon. The projected date for completion is Memorial Day.

Wally Duncan who had been a long time caretaker for MLPOA discussed his experience with maintaining the pool and a little on its history.

The contractor stated that the pump is working but may need to be cleaned before first use.

The proposals received from A-1 were reviewed and discussed. The complete price is \$29,910.00. The company is willing to accept deferred payment, as we need to get billing done and collect dues before we can complete the payments. The company agreed to stop work and discuss any problems that may arise before continuing. There is an 18-month warranty on work done.

Mr. Weston produced copies of his license and insurance coverage.

Tile samples were left for the board to choose.

Mr. Weston and Ross Argue left the meeting to go over to the pool so that Mr. Weston could check out again the condition of the pool.

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### **Minutes**

The minutes of the December meeting were approved with the change of January 13 and not January 20 as stated. Bill Czopek moved to accept seconded by Shelly Stewart.

### **Treasurer Report**

Karen McClintock gave her report for December. Bill Czopek moved to accept it seconded by Ed Roginski. The motion passed.

### **Finance Committee Report**

Patrick Stewart is getting budget information processed in Quick Books. Income and Expense need to be added to Excel for the time being so that a complete fiscal year set of records can be turned in for our annual audit and tax preparation. He stated that it is vitally important that we track expenses and stay within the budget, as money will be very tight with the pool restoration taking so much of it. Patrick Stewart and his committee were asked to make a presentation at the annual meeting. They will also compile an article on finance status for the annual newsletter.

It was decided that the annual meeting will be held June 9 and that the township hall be booked as soon as possible.

Shelly Stewart discussed that fact that we need to revise the 5-year plan that was adopted at the annual meeting last year and present it at this year's meeting. Shelly moved that we review and revise the 5-year plan at the next meeting. It was seconded by Jean Czopek. Motion passed.

### **Parks and Lakes**

Ross Argue was with Mr. Weston. Signs at the boat ramp were destroyed. Jack and Mavis brought them in for the board to see. We will have to get costs for replacement of these signs as well as the large signs at the boat ramp and park as they are illegible. Ross is checking on prices for park improvements as well.

### **Building and Use**

Mavis Lytle will no longer be handling this committee. We need to recruit a new chairperson and committee members as soon as possible. This is a very important position and needs to be filled.

### **Directors Reports**

No reports other than a large tree on Marinkovski's property was blown over onto a portion of the fence at the pool and the fence will have to be repaired or replaced.

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### **Legal Committee**

No word has been received from the property owner that received a judgment in our favor at court. We need to explore ways to enforce the judgment and get the money due to the association. We are still trying to locate the other owner we tried to get into court. We need to follow up and pick additional property owners to take to small claims court.

There are still a large number of outstanding 2006 dues. We will make one more attempt with the newsletter to collect and then make a decision on placing liens on these properties. We are trying to put liens on properties up for sale to encourage payment.

### **Old Business**

There was contact made via e-mail with Gary Gee regarding the MLPOA website. No final answer was given. Jean will try to contact him one more time to find out his intentions. We may have to start a new site.

Another letter was received from Michigan DEQ regarding the placement of an additional brine removal well near Stickfort Road. That would give us two wells of this type abutting the subdivision. A letter was written to Mr. Ty Black asking about the location of this well so near to property owners' homes. Mr. Black was asked to attend the annual meeting along with a representative of O.I.L. to discuss the company's plans for the area.

Karen McClintock has not been able to connect to an Internet provider. It is possible that we do not have a modem with this computer because we had not planned to have internet at the clubhouse. Karen will check on this and try to get it up as soon as possible. We talked about possible computer help in Lewiston.

### **New Business**

The newsletter and materials for the annual billing and election must be done as soon as possible. Jean will start the process and put in standard articles and the Finance Committee will do an article on the budget, and the need for the revision of the Restrictions now that the pool will be repaired. It is critical that the property owners know the seriousness of the situation. If the pool is repaired and no additional operating money is collected we will continue to have a finance problem that will only get worse. We will meet at 1:00 p.m. again before the next meeting to see what we have. We can e-mail articles before hand for proof reading and ideas.

The Ballot will have to be developed ASAP. Positions open this year are Vice President, Secretary, Directors for SML and Valleywood. Persons currently in

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these positions should consider running on the ballot. Intentions need to be known at the next meeting.

The next meeting will be at 2:00 p.m. on Saturday, February 24 at the clubhouse. Those involved in the newsletter production will meet at 1:00 preceding the board meeting.

Mr. Weston of A-1 Pools returned to the meeting after examining the pool. Coping tiles are ok and just need cleaning and refinishing. He mentioned that state regulations require a gate near the shallow end of the pool. We may have to get an automated chlorine dispensing system.

The pool is in relatively good shape and the contract will be signed and a deposit check written at the end of the meeting.

Meeting was adjourned at 4:10 p.m.

Submitted by:

Jean Czopek  
Secretary