

**Presque Isle Harbor Association  
Board of Directors Meeting**

March 9, 2023

7:00pm

Meeting was called to order at 7:00 pm by President Colleen Campo.

The Pledge of Allegiance was recited.

**Roll Call:** Present – D. Cleary, V. Fields, M. Ulrich, C. Campo, R. Crook, D. Fauver, K. Taylor

Staff: J. Kroll

Absent: D. Larkin

Zoom: V. Schulte

**Property Members Present:** Drew Matuszak, Rod and Kelli Stevens, Noble Morris, Sarah Melching

**Property Members Comments:** A property member sent an email to both Jacob and Colleen and wanted to touch on a few topics, those being; her being blocked from the PIHA Facebook page and wanted an explanation, an owner that mentioned to her they have not paid their dues in “20-25 years” and she was willing to share the name of member.

A property owner had concerns about the trail system and C. Campo informed her she would discuss the letter she received from Don during the correspondence section of the meeting.

A member wanted to know why members cannot discuss subjects while the board is talking about them. Campo responded that we go into the official board meeting after members can comment and the board follows Roberts Rules of Order. Members can talk with board members after the meeting is adjourned and it becomes correspondence that the board will bring up at next month’s meeting if necessary. C. Campo reminded property owners all correspondence is shared with the board.

**Correspondence:** M. Ulrich responded to an email sent from a property owner that had questions about the trails and what is being allowed on them. Matt explained staff had their ORV’s and tractors on the trails doing some maintenance, but ATV’s are not allowed on trails. There have been questions and comments, but nothing is set to change.

C. Campo responded to an email from a member with continued concerns about being blocked on Facebook and that it is a public page. Due to her being a member, she feels this is discriminatory and she is being singled out. Jacob had turned off the commenting, and no one is allowed to comment. Jacob spoke out about her being blocked, it was due to the negative comments, and it has been going through Jacobs Facebook account. The member suggested the PIHA Facebook page not go through Jacob’s.

C. Campo discussed the 2<sup>nd</sup> part of the email regarding non-payment of dues. She did request the name of the member not paying dues for 20-25 years according to the member who brought it up during property member comments. Jacob commented on past due issues and went through lots, payments, and collection amounts. He would like to implement a system using the new database to put liens on non-payment of dues after 2 years. The past dues would need to be paid before a member can sell their property to get a clean title. Member approval is not necessary to put a lien on a property that has past dues. Jacob also mentioned they are switching to new membership cards this year and will be able to obtain more information with the new database.

**Approval of Minutes:** Minutes of February 9, 2023. *Motion (V. Fields/D. Cleary) to accept as presented.* Ayes All. Motion carried.

**Financial Report:** *Motion to approve Financial Report as presented (D. Fauver/D. Cleary)* Discussion ensued. Ayes All. Motion carried.

### **General Function**

C. Campo wanted it recorded in the minutes that, per rule 29c regarding special meetings, Campo did call a special meeting of the board on Tuesday, February 28<sup>th</sup> at 7pm at the PI Library (for Zoom capabilities) to finalize the confidential portion of the 2024 PIHA budget concerning staff wages and benefits. All members were present, with 3 via Zoom. Salary, wages, and benefits were approved by all members of the board. The meeting was adjourned at 8:10pm.

- a. **Annual Budget:** J. Kroll reminded the board the salaries, wages and benefits were approved, however he left an extra 2% in the budget on those categories to give himself a cushion, whether it's overtime or extra shifts needed. The board asked Jacob to move the percentage back from 6% to 4% as agreed upon and if wages go over, Jacob will need to explain the reason to the board.

*Motion to go through each line by line of capital outlay upgrades (R. Crook/D. Fauver)* Discussion ensued. *Motion to approve budget with the corrected figure as discussed this evening (V.Fields/D. Fauver)* All Ayes. Motion carried.

1. Security system upgrade – All Ayes
2. Clubhouse Flooring (Craft, Fitness, and upstairs rooms) at \$10,000 – All Ayes
3. Clubhouse Flooring Restoration and Tiles/Hallways/Bathrooms/Locker Rooms – All Ayes
4. 4 Automated Gates at \$32,810. – Not approved. Move monies to the left column for later use (will be brought back to board.) – All Ayes
5. Campground Furniture/Basketball Hoop at \$4500 – All Ayes
6. Card Readers at 4 locations at \$12,000 total, \$3000 each reader. – All Ayes for the purchase of 1 card reader for the Clubhouse.
7. Replacement door at Clubhouse at \$5000. – Approved.
8. Truck at \$32,000 – All Ayes
9. Shop Upgrades at \$4500 – All Ayes

- 10. Clubhouse Phone System replacement at \$1900 – All Ayes
- 11. Pool Room planning design. Project monthly payment from Mortgage (\$3,600) (\$43,200yr) to separate pool account – All Ayes
- 12. Attendant Storage Shed at \$5500 – All Ayes

- a. **QuickBooks/MMS Update:** Jacob will order member cards by Monday, March 13<sup>th</sup> to have by April 1<sup>st</sup>. He proposed the 1<sup>st</sup> card free, the 2<sup>nd</sup> card to be \$10 and a fee for replacement cards. This would help offset the cost of the cards. *Motion to charge a fee of \$10 for replacement card (M. Ulrich/V. Fields)* Discussion ensued. All Ayes. Motion carried. The first 2 cards will be given to members for free. *Motion to charge \$5 per card starting April 1 with the new card machine (V. Fields/no 2<sup>nd</sup> motion)* Motion failed.
- b. **Annual Election:** D. Larkin sent out 4 packets, he has not received anything in return (this information was emailed to C. Campo from D. Larkin.)
- c. **Maintenance:** J. Kroll reported they are still working on cabins, there were some snares with the building inspector, and all the electrical work is done. Everything should be completed by the end of May. Maintenance has been busy with snow removal from recent snow storms.. Plexiglass has been installed as a barrier in management offices to shield people from Paulines desk while she is working. Jacob was notified that the private adjustor did come through with the Insurance company regarding the hail damage, the settlement was just over \$400,000. Once the weather gets nice, a time to start repairs will be decided. Jacob also mentioned there are many questions on what a “contiguous lot” is and he had Mel add the full definition under the owners tab page.
- d. **Fitness Room Update:** Drew Matuszak gave an update on his meeting with Tyler Lane of Perfect Fit. Tyler informed Drew that much of the equipment in the fitness room is in good shape and others are serviceable. Drew suggested they have Perfect Fit come out to inspect the equipment at least once a year. He also requested the following items be purchased or replaced; pedestal fans, an additional 45lb dumbbell, Concept 2 rowing machine, and change the sign on the door, from “16 and under with an adult” to an age restriction on machines instead or as well. Jacob will order the pedestal fans (or something comparable), machine cords and an additional dumbbell. C. Campo requested Drew come back with a formal quote for the Concept 2 rowing machine. The Rules committee will investigate how to change the rule about the age limit and come back to the board as well with that information.

**Executive Session:** None

**Standing Committee Report:**

**Campground:** K. Taylor informed the board that Don Wiley would like to volunteer his time to fix the campground bicycles. He mentioned they would also like to fill some of the potholes at the entrance to the Campground.

**Clubhouse, Beach, & Pool:** V. Fields commented that Drew gave a nice update on the fitness room. The lights were done and cleaned in the activity hall and is nice and bright in there.

**Social Activities:** St. Patrick's Day potluck is scheduled for Thursday, March 16<sup>th</sup>. The Easter Egg hunt is scheduled for Sunday, April 8<sup>th</sup> at 10am and there is a signup sheet on the board and also posted on the website. There will be eggs hidden outside as well as activities held inside. Vickie ordered more eggs and candy and will be filling those. The Blood Drive will be held Tuesday, March 28<sup>th</sup> from 10-2pm. Vickie encouraged people to come give blood and encourage others to come and donate.

**Natural Resources and Trails:** M. Ulrich updated the board on the trail clean-up that took place on Feb 13<sup>th</sup>. The next trail meeting will be held Friday, April 10<sup>th</sup> and will work on trails 1 and 2, near the Campground. A pizza party will be planned afterward to thank volunteers. Tom Cook has not scheduled anything for Natural Resources, according to Matt. There are more people interested in helping with Natural Resources and Matt continues to let Tom know.

**Architecture:** D. Cleary received 2 sets of plans and will be returned to those people as there are no dimensions or sight plans. Jacob mentioned there are examples of sight plans on the website.

**Security:** Nothing to report.

**Rules:** Nothing to report.

#### **Board Members:**

**General Comments:** Next Saturday there is a Folk Festive in Rogers City and lots of venues and music. M. Ulrich mentioned the campground fees were not updated on the website. Jacob will check on that and make sure things are updated. V. Fields mentioned the Shoreline Shallows Conference about improving fish and wildlife and inquired if the board would be interested in hearing them speak or gaining more information. Vickie will discuss with Matt and work it out. C. Campo informed the board she will be attending the April board meeting remotely and Matt (VP) will chair the meeting. If Matt is unavailable, 2<sup>nd</sup> VP, Kyle Taylor will chair.

**Community Reports:** None

**Announcements:** None

**Future Agenda Items:** Vickie requested to discuss another CD option once the board finds out year end amounts.

**Adjourn:** *Motion to adjourn at 9:05pm (V. Fields/D. Cleary)* Ayes All. Motion carried.

Submitted by:

Kristie Lukes, Recorder