**Presque Isle Harbor Association**

**Board of Directors Meeting**

**July 23, 2023**

A special meeting of the Board of Directors of Presque Isle Harbor Association, held at the clubhouse, was called to order at 4:16 pm by President V. Fields. A quorum was present.

**Roll Call:** Present: V. Fields, C. Campo, D. Larkin, R. Crook, D. Fauver, M. Ulrich, D. Wolf, C. Morrison, M. Grochola

**Update from board interactions with J. Kroll:** D. Larkin contacted J. Kroll to have him let the staff know about the all staff meeting on Wednesday. J.Kroll was present for part of the meeting with Pauline Lang, M. Ulrich, and D. Wolf.

**Update from Search Committee:** D. Larkin contacted Drew Matuszak, who was head of the previous search committee. D. Matuszak cannot participate this time but did give his binder with all of his information to L. Larkin. She will make copies and distribute to the Search Committee. There were seven members of the previous committee. C. Morrison will chair the committee. M. Grochola also volunteered along with Paula Crook.

**Update on meeting with Pauline Lang:** P. Lang is willing to be the interim Executive Director. She sent text messages to the staff regarding the all staff meeting on Wednesday. She has extended her retirement to June 15, 2025. She requested HR help, especially with any staff that have to be let go. She is concerned with the number of staff that will stay. She is willing to try the interim position with the board as a lifeline. She would like help with the budget. She would like to do the media and scheduling. There should be a single point person from the Board of Directors for her.

A motion was made by C. Campo and seconded by L. Larkin to add Pauline Lang to the Presque Isle Harbor Association checking, ICS and savings accounts at Nicolet Bank and list her and the Treasurer as contact persons. A roll call vote was taken. Ayes all and the motion was approved.

A motion was made by C. Campo and seconded by M. Ulrich that Pauline Lang be given the authority to remove J. Kroll from the Presque Isle Harbor debit card account at Alpena Alcona Area Credit Union and add Brent McMullen and the current President and Treasurer. A roll call vote was taken. Ayes all and the motion was approved.

A motion was made by M. Ulrich and seconded by D. Larkin to add Interim Executive Director duties to Pauline Lang with a stipend of $400 per month, so that she can effectively help in the transition and guide the Board of Directors in re-hiring of the Executive Director position. A roll call vote was taken. Ayes all and the motion was approved.

A motion was made by M. Ulrich and seconded by D. Wolf to create a retention bonus of $3000 for Pauline Lang’s position through June 15, 2025, to be paid on June 15, 2025. A roll call vote was taken. Ayes all and the motion was approved.

**Update from meeting with Brent:** Brent has no intentions of leaving or quitting. He know of people to fill any maintenance positions needed. The chairperson of the Maintenance Committee should be the point of contact for Brent. Brent will be responsible for outdoor maintenance and landscaping as of August 11.

A motion was made by D. Wolf and seconded by R. Crook to a create a retention bonus of $2500 for Brent McMullen’s maintenance position through October 1, 2025, to be payable on October 1, 2025. A roll call vote was taken. Ayes all and the motion was approved.

**Plan for All Staff Meeting:** The plan for the all staff meeting is to go in with a smaller group. Pauline will be given the ability to give out the retention bonus, and let her announce it.

A motion was made by D. Larkin and seconded by D. Fauver to create a retention bonus for the remaining staff of $250 for any staff who would not be leaving at the end of the summer currently employed that remain employed through October 1, 2024, to be

payed on the next payroll after October 1, 2024. Staff will be required to work their normally scheduled shifts without any disciplinary actions. Bonus will be granted at the discretion of the Interim Executive Director. A roll call vote was taken. Ayes all and the motion was approved.

**Ads for Staff:** The Search Committee should be only for the Executive Director. Leave the other staff up to Pauline with help. We need to wait to see what staff is staying and then put out ads. Need ads for the Campground Manager. We will let the committee get ideas together regarding the ads.

V. Fields, D. Wolf, C. Campo, D. Larkin, D. Fauver and C. Morrison plan on being at the all staff meeting. It should be informal. D. Wolf will take the lead.

The Search Committee is currently C. Morrison, M. Grochola, Lisa Larkin and Paula Crook. The committee will meet later to get other names and the information from Drew Matuszak.

D. Wolf talked to an HOA attorney downstate and they can give a proposal.

The meeting was adjourned at 6:10 pm.

Respectfully submitted,

Lisa Larkin, Recording Secretary

Matt Ulrich, Board Secretary