

**Presque Isle Harbor Association
Board of Directors Meeting
December 12, 2024**

A regular meeting of the Board of Directors of Presque Isle Harbor Association, held at the clubhouse, was called to order at 7:01 pm by President V. Fields. A quorum was present.

Roll Call: Present: V. Fields, M. Ulrich (via video), R. Crook, D. Larkin, C. Morrison, M. Grochola, C. Campo, D. Wolf
Absent: D, Fauver
Staff Present: T. Supinger

Property Owners' Comments: There were no property owners' comments.

Correspondence: The correspondence received was discussed.

Approval of Minutes: A motion was made by R. Crook and seconded by C. Campo to approve the minutes of the meeting of the November 14, 2024 meeting with the correction of the motion regarding bringing forth two pool options, the vote on the motion was 4 ayes and 1 nay. Ayes all and the motion was approved.

Financial Report: A verbal report was given. A motion was made by C. Morrison and seconded by R. Crook to receive and file the financial report. Ayes all and the motion was approved.

General Functions

Maintenance: A written report was submitted by M. Grochola.

Operations (Pauline): M. Ulrich gave a verbal report.

Executive Director's Report: T. Supinger gave a verbal report.

A motion was made by C. Campo and seconded by D. Larkin to match last year's Christmas bonuses at the net amount. A roll call vote was taken. Ayes all and the motion was approved.

A motion was made by M. Grochola and seconded by R. Crook if the proposal from MVP is less than \$40,000 out of pocket cost for code compliance, the proposal can be accepted, if greater than \$40,000, a special meeting will be convened. A roll call vote was taken. Ayes all and the motion was approved.

A motion was made by D. Wolf and seconded by C. Campo to move the PIHA meeting date to the second Tuesday of the month at 6:00 pm effective January 14, 2025. Ayes all and the motion was approved.

A motion was made by C. Morrison and seconded by D. Wolf to add Executive Director, Tim Supinger, as signatory to all PIHA bank accounts. Ayes all and the motion was approved.

A motion was made by R. Crook and seconded by M. Grochola to make the above motion as separate and approved at this time. Ayes all the motion was approved.

A motion was made by M. Ulrich and seconded by R. Crook to remove Matt Ulrich from all PIHA bank accounts. Ayes all and the motion was approved.

Committee Reports

Rules: There was no report.

Clubhouse, Beach and Pool: There was no report.

Social Activities: A verbal report was given. The 2025 calendar of events is out.

Natural Resources: A written report was submitted. The next hike will be a moon walk on January 13 or 14, 2025 and February 12 or 13, 2025. There is a worker bee on January 11, 2025 to connect trails 1 & 2. M. Grochola has requested money for upgrading the signs, survey of Crystal Point boundaries and paying for food for events. The committee is planning a kids event in the summer.

Architectural Control: A verbal report was given by D. Wolf and he also sent a written report. The committee had two proposals and one was sent back.

Campground: R. Crook gave a verbal report. Most of the maintenance cannot be done until spring and it is mostly electrical. The exhaust fan in the pavilion needs to be done.

Long Term Planning: A written report was submitted. The next meeting is scheduled for January. They are looking into putting in the ice rink again.

Communications: Mel is getting things out promptly. An update will go out to members next week.

Finance: A written report was submitted. The next meeting will be in January.

Pool: M. Ulrich gave a verbal report. Mark Straley will be contacted to get ideas for the two options of a new building or using the old room.

Nominating: A written report was submitted. The committee would like the monthly updates to be started again. They would also like the rules to be printable from the website. The committee will have a form for those who want to run for the board.

Handbook: A written report was submitted.

A motion was made by C. Morrison and seconded by D. Larkin that employees will earn sick leave in accordance with MI state laws that will be effective 2/21/25. PIHA employees will accrue leave based on hours worked. New hires may use paid sick leave beginning on the 90th day of employment. Ayes all and the motion was approved.

A motion was made by C. Morrison and seconded by C. Campo that full-time employees will accrue leave (approximately the following: 0 to 5 years of service = 10 days; 6-10 years of service = 15 days; 11 years and thereafter of service = 20 days). Regular part-time employees working a minimum of twenty (20) hours per week and temporary full-time employees accrue vacation benefits on a *pro rata* basis. Employees who work fewer than (20) hours per week do not accrue vacation benefits. No vacation may be taken during the first three months of employment. Vacation accruals may not exceed 1 times an employee's current annual entitlement. Once this maximum is reached, all further accruals will cease. No employee will receive pay in lieu of vacation, unless the employee has deferred their vacation at PIHA's request. On termination of employment, employees that have worked more than 90 days are paid all accrued but unused vacation through their last day worked at their final rate of pay at the time of termination. 1 Nay, all other ayes. The motion was approved.

A motion was made by C. Morrison and seconded by D. Larkin that all employees will receive up to 3 days bereavement as will be defined in the handbook and will be paid their regular base rate of pay for hours they were scheduled to work for each day of absence. Ayes all the motion was approved.

A motion was made by C. Morrison and seconded by M. Grochola that recognizing the particular need of the Association, part-time or temporary full-time employees may be required to work on Memorial Day, Fourth of July, and Labor Day, and would receive time and a half for hours worked on those days. Seven paid holidays, as defined in the handbook, are allowed per year for full-time employees. Recognizing the particular needs of the Association, full-time employees may be required to work on the holidays. If required to work on these holidays, full-time employees may take a floating holiday on another day as approved by Executive Director. Ayes all and the motion was approved.

A motion was made by C. Morrison and seconded by C. Campo that a cell phone may be provided to the Executive Director and Maintenance Manager for business use to enable contact in emergencies and allow communication with staff while working a various locations of PIHA. The cell phone is property of PIHA and will be returned upon termination of employment or upon request of PIHA. Nays all and the motion failed.

A motion was made by C. Morrison and seconded by D. Larkin that a laptop may be provided to the Executive Director for business use. The laptop is property of PIHA and will be returned upon termination of employment or upon request of PIHA. Ayes all and the motion was approved.

Board Members

General Comments: The VOIP is going down, why? Is it possible to do bulk mailing?

Community Reports: There is a blood drive on Tuesday. Breakfast with Santa has about 100 people on Saturday morning the pot luck for adults is Saturday night.

The Executive Director Review Committee is M. Grochola, V. Fields, and C. Campo.

Future Agenda Items: Adjacent lot definition, new income streams, employee handbook

The meeting was adjourned at 9:57 pm.

Respectfully submitted,
Lisa Larkin, Recording Secretary
Matt Ulrich, Board Secretary