

Executive Committee Minutes
June 16, 2018

Members Present: Lori Coyle, Ray York, Maureen Butrico, Debbie Pelmear

Called to order 7:01 PM

ITEM	DISCUSSION	ACTION/BOARD ACTION in BOLD
Executive Meeting Minutes	May Minutes Approval	Approved May minutes.
Treasurer Position for 2018/2019	Discussed process to follow in future as D. Pelmear not a director following 2018 Annual Meeting. Pelmear volunteered to continue as a volunteer and perform previous duties. Confirmed with Office Manager who supports this plan.	Coyle Moved, supported by York that D. Pelmear has continue access to computers and office to help maintain LLPOA Finances. Pelmear will compile list of current duties. Passed
Insurance Proof of Liability	Questions concerning "Off Premise Liability Insurance" reviewed per phone call with J. Decker. He stated that it may be possible Progressive Insurance Co. not aware of this type of insurance as they are very new to our market. However, this is a well know type of insurance and is usually attached to homeowners policy with no or little cost in the State of Michigan. Decker volunteered to speak with agent at Progressive on behalf of the LLPOA if needed.	

Annual Meeting	<p>Discussed apparent lack of several member’s understanding of the election process for directors, especially related to officers. Several members discussed their belief that Coyle would remain as president and their vote was based on this understanding.</p> <p>Discussed newly elected director and her stating at Annual Meeting she “runs a Day Care business out of her home.” This is against the bylaws.</p>	<p>Recommend posting the following information in Annual Meeting Newsletter. Recommend reading a statement prior to election of directors explaining duties and responsibilities, attendance policy of not allowing more than 4 absences in a twelve month period, requirement of active committee participation and the fact that one must be a director prior to being elected an officer. Further explain that officer positions are for one year only, and individual can only serve as President for 2 consecutive years. Entertain questions related to this prior to voting.</p> <p>Coyle will notify new member of the Bylaw requirement and discuss member’s plans/actions that she has concerning this issue and the directorship moving forward.</p>
Member request to purchase lots on Baker Rd	Discussed vote at Annual Meeting 2018 that failed to allow Board to “consider selling these lots.”	Coyle will draft letter of explanation to members requesting to purchase lots, as a courtesy.
Mooring Slip Refunds	<p>Policy and procedure approved per email vote. Discussed need for reformatting in order to conform to LLPOA Policies and Procedures.</p> <p>There are members on waiting list for Mooring Slips.</p>	<p>York volunteered to redraft Policy/Procedure into proper format and forward to committee for review.</p> <p>Email sent to Maintenance/Mooring chairs concerning need to have Maintenance Staff review all Mooring Sites to determine if there are any unused slips at which point Office Staff will follow procedure and call members and offer 50% refund. Should any slips become available, members on waiting list will be notified by staff to determine if they wish to have a vacated slip. Refunds will be given upon newly assigned members paying for slip they have been assigned.</p>

Cameras	Currently working. Will need some changes to make more effective for LLPOA needs. Gate Security - currently working well.	
Member Petition	Petition at Annual Meeting for Township to institute Blight Ordinance. Copies at LLPOA Office. Discussed when to submit to Township Board.	Will wait to submit until after June Board of Director's Meeting.
Docks left in water for winter	Briefly discussed issue of docks and whether or not leaving them in the water is a LLPOA problem.	Refer to Rules and Regulation Committee for review and determine if the docks need to be removed by November 15.
Courtesy Lots - outside Greenbriar subdivision	Discussed issue of 4 long standing Courtesy Lots outside the Greenbriar Subdivision. The issues concerning these lots have been brought before previous boards, but the owner has not received anything in writing. A board has previously verified and approved that these lots are courtesy lots. The owner has requested documentation from the LLPOA.	York will provide documentation from previous board decisions and recommendations. Coyle will draft letter to lot owners following review of documentation.
LLPOA owned Lots, and parks		Recommend Land Study Report be presented to the board for review in order to create a vision for LLPOA owned lots moving forward. This review may take more than one meeting or a special meeting in order to have a comprehensive review.
Greenbriar Park	Discussed Maintenance/Mooring Committee's plans for Greenbriar Park and lack of notification of neighbors per board decision.	Refer to Rules and Regulation with request to handle urgently as plans are progressing
Office Cleanup	Discussed at Maintenance/Mooring Committee and voted to postpone until fall.	Postpone until Fall.

Lot 190 Fairway	Office received call from Attorney Kyle Williams (517 899 1212) who is representing new owner of property Lot 190 Fairway Hills. Records in office do not have any information on new owner. Previous owner has outstanding balance of \$1,11.00. Mr. Williams believes new owner should not be required to pay back dues/fees. Advised Mr. Williams fees go with land not individual. This sale was not a tax sale or foreclosure, however no realtor was used nor did new owners contact office to ascertain any outstanding balance. Williams given Cliff Blooms name.	Coyle will notify Bloom.
LLPOA lots discussed at Annual Meeting	Member request from Annual Meeting that any time lots are discussed, we provide a visual map and photos of lots in order to facilitate member understanding.	Recommend adding photos and map to presentation at Annual Meeting, whenever possible, when members are asked to make decisions concerning LLPOA Property.
Adjourn 8:52 PM		

OPEN ITEM

1. Absentee voting at Annual Meeting

*Note: Bold or underline requires Board Action/Notification

Minutes Prepared by: Maureen Butrico, Secretary