



Higgins Lake Property Owners Association

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President:	Brad Gibson	<u>Directors:</u>	Bob Hoffman
Vice President:	Charlene Cornell	David Batchelor	Bob McKellar
Secretary:	Herb Weatherly	Bill Case	Jim Vondale
Treasurer:	Chuck Brick	Ken Dennings	Dianne Wagner

Higgins Lake Property Owners Association

Board Meeting Minutes

July 11, 2016

The meeting was called to order by President Brad Gibson at 9:02 AM.

Board Members present:

Jim Vondale, Herb Weatherly, Charlene Cornell, Chuck Brick, Ken Dennings, Dave Batchelor, Bill Case, Bob McKellar, Dianne Wagner and Brad Gibson. Bob Hoffman was present by phone.

Agenda: The agenda was accepted as written.

President's Comments: None

Minutes:

The June 13, 2016 minutes were accepted by Ken Dennings and seconded by Dave Batchelor. All ayes, no opposition, motion passed.

The June 29, 2016 special meeting minutes were accepted by Herb Weatherly and seconded by Chuck Brick. All ayes, no opposition, motion passed.

Committee Reports:

Secretary/Office: Herb reported no news. Dianne suggested giving our office lead-time for mailings so we have ample inventory on hand (e.g. envelopes, membership postcards). Brad suggested we keep the office well stocked. Dianne also suggested that we add our website and email address to membership post cards, as well as leaving the "year" blank, so they can be used the following year.

Treasurer's Report: Chuck reported that we had \$53,000.00 in total assets for the year and thanked Jack Cornell for his help. Chuck said that contributions have not yet been received from the Glen Lake Association (\$1,000.00) and the Crystal Lake Association (\$1,500.00) as well as Lake Leelanau, which may be \$100.00 per month, beginning in July. Ken asked why carry the Swimmer's Itch income under

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HLPOA. After discussion, Jim said it should be okay as is. The \$2,500.00 per month lobbyist bill will be revised to \$1,000.00 per month, the usual retainer, beginning in July.

Chuck proposed that Robert F. Murray & Company be appointed to do our quarterly and annual taxes, of which there are approx. eight tax forms. Cost is approximately \$1,100.00 per year. Jim said that is a fair price to protect our members. Ken stated that this would not include HLPAC reporting on the state's MERTS system. Bob added that this is an act of independency, which is in our favor. The motion was moved by Chuck and seconded by Jim. All ayes, no opposition, motion passed.

Membership/Communication: Charlene shared that there is a 6-week course available online, entitled "Intro To Lakes". If anyone is interested, topics include ecology, watersheds, shoreline and aquatic plants. She also reminded us to take boxes of the directories to the annual meeting.

Dianne passed out a sample of the procedures to check in members at the annual meeting. Discussion included how to handle proxies and where to send people for new memberships. Ballot counters are also needed. Jim suggested to use the Bill Carey office again, giving integrity to our voting process. Ken suggested to also have 2 members to work in conjunction with Bill, which he will find.

Riparian Committee: Jim led a discussion, regarding re-negotiating with the Hillcrest Association and re-opening the consent agreement. Brad had spoken with Bill Carey, who said this was a "policy decision". The intent of the policy is to give input to those closest to the marina. There are people concerned that do not want more marinas and boats. Dave asked if this was more of a riparian issue vs. environmental and asked about another aerial survey. Sheriff and DNR support was also discussed, due to sound and speed limits. Jim is looking for feedback, as we're in a sensitive environment and people are living with problems that they should not have. Dave said it's important we show members that we welcome their input, we will evaluate it and react. Jim plans to defer the marina policy, will continue to work on it with Brad, Ken and Bob, and will take more input and present it next year. Dianne suggested to set-up a Riparian Forum in September/October. Dave asked if the policy is reviewed/revised annually. Brad said no, it is reviewed whenever necessary.

Environmental Committee: Dave said he will spend a few minutes at the annual meeting discussing the environmental background and policy. Brad suggested to review the difference in our surveys, due to membership confusion. Dave will summarize what is being tested, such as water quality, algae and snail density measurements. Ken will discuss Swimmer's Itch and the SICON results.

PAC Committee: Brad said they were very busy, with eight candidates interviewed. A "postcard writing" campaign will be held on Tuesday, 7/12 and Wednesday, 7/13, (9:00 - 12:00) for our recommendations of two candidates, David Udy for Gerrish Twp Supervisor and Eric Ostergren for Gerrish Twp Trustee. Additionally, we recommended Michelle Stevenson for Roscommon County Clerk/Register of Deeds and Gary Stefanko for County Commissioner.

Swimmer's Itch Committee: Jim stated that a new updated report from SICON was sent to both our website and Facebook and Kathleen will email it to our members. Herb asked of its position on snail raking and Ken replied it was not helpful. Jim said Crystal Lake has done it without success. Ken said

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that the Higgins Lake Foundation is granting \$23,000.00 to the Swimmer's Itch organization and he is working with more donors. Jim said there is an opportunity with a state grant available in October. Ken also mentioned the August 25th fund raiser dinner at 6:00 at the Witt's Barn, with tickets to be printed soon.

Local Government: Herb reported no news and those Board members who attend the various meetings will continue to do so.

Ongoing Business: A discussion was held on legal matters by Jim and Brad. In regards to the annual meeting, Chuck asked that all presentations be forwarded to him by Wednesday.

New Business: Brad reported on the MSU/U of M Ecohydrologic Evaluation of the Higgins Lake-Level Control Structure, an 85 page draft that was released and submitted to the DNR. The purpose of this study is "to accumulate data by analyzing the local vegetation, hydrology, weather and wildlife". This will then show "the implications of the control structure and how to prevent harm on the area's bio-system". Jim said that it is the intent of the HLPOA board to re-affirm and do analysis and report at the next meeting. The current HLPOA Membership Resolution regarding the lake level and dam can be read to mean, 'no alteration to the dam.' Jim suggests to circulate a new draft, as the current resolution can be interpreted in a way not intended. Brad recapped this discussion saying the resolution in place is preliminary and he will work with other organizations. Dave added that the scope of the MSU/U of M report is beyond our committee.

Brad asked, for the purpose of selecting officers for next year, what should we do? Ken suggested to do this immediately following the annual meeting.

Chuck requested that the monthly board meetings be changed to the third Monday of each month, to assist with Jack Cornell's schedule and all agreed, starting in August.

In regards to filing our by-laws with the county, Chuck is determining if we can file or not.

Kathleen added that we need to look into a back-up for our computer and Bob offered to have his son work with us next week to accomplish this.

Adjournment: Motion was made by Herb to adjourn the meeting and was¹ seconded by Bob. Meeting adjourned at 12:11 PM.

Next meeting will be on August 15, 2016 at 9:00 AM.

**HIGGINS LAKE PROPERTY OWNERS ASSOCIATION
STATEMENT OF FINANCIAL POSITION**

JULY 31, 2016

ASSETS

Current Assets

Cash and Cash Equivalents	\$ 18,481
Total Current Assets	<u>18,481</u>

Other Assets

Certificates of Deposit	20,356
Prepaid Rent	-
Restricted Cash	5,172
Total Other Assets	<u>25,528</u>

Total Assets	<u><u>\$ 44,009</u></u>
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LIABILITIES

Current Liabilities

Accounts Payable	\$ -
Accrued Payroll and Withholdings Payable	794
Accrued Expenses	-
Unearned Revenue	-
Total Current Liabilities	<u>794</u>

Total Liabilities	794
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NET ASSETS

Unrestricted :	
Unrestricted	32,743
Temporarily Restricted	10,472
Permanently Restricted	-
Total Net Assets	<u>43,215</u>

Total Liabilities and Net Assets	<u><u>\$ 44,009</u></u>
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Higgins Lake Property Owners Association

Seven Months Ending July 31, 2016

		<u>Actual</u>	<u>Annual Budget</u>	<u>Variance Fav/(Unfav)</u>
REVENUES:				
Membership Dues:	485 Members	\$ 36,375	\$ 39,375	\$ (3,000)
Other (General)		\$ 1,605	\$ 4,500	\$ (2,895)
Legal Fund Donations		\$ 2,268	\$ 6,000	\$ (3,732)
Interest on Savings & CD's		\$ 1.00	\$ 40	\$ (39)
MSIP Contributions		\$ -	\$ 1,000	\$ (1,000)
Directory Advertising		\$ 5,225	\$ 3,500	\$ 1,725
TOTAL REVENUE		<u>\$ 45,474</u>	<u>\$ 54,415</u>	<u>\$ (8,941)</u>
 OPERATING EXPENSES				
Office		\$ 3,517	\$ 6,436	\$ 2,919
Payroll		\$ 4,529	\$ 7,800	\$ 3,271
Other Administrative		\$ 11,690	\$ 11,000	\$ (690)
Lobbyist		\$ 16,000	\$ 21,000	\$ 5,000
Water Quality Study		\$ 2,600	\$ 2,600	\$ -
Miscellaneous Expense		\$ 760	\$ 500	\$ (260)
Satisfaction of Legal Costs		\$ 9,222	\$ 5,000	\$ (4,222)
ORGANIZATIONAL SUPPORT		<u>\$ 710</u>	<u>\$ 740</u>	<u>\$ 30</u>
 TOTAL EXPENSE		 <u>\$ 49,028</u>	 <u>\$ 55,076</u>	 <u>\$ 6,048</u>
 NET INCOME		 \$ (3,554)	 \$ (661)	 \$ (2,893)

Higgins Lake Property Owners Assoc.
Statement of Cash Flows
 January through July 2016

	Jan - Jul 16
OPERATING ACTIVITIES	
Net Income	-3,553.58
Adjustments to reconcile Net Income to net cash provided by operations:	
Cash:Checking Account	
Cash:Checking Account	5,275.03
Cash:Petty Cash	-82.20
Cash:Savings Account	-2,030.37
Certificates of Deposit	20,365.00
Legal Account:Restricted Cash	-5,171.83
Accounts Payable	-1,012.57
Accrued Rent	-395.00
Payroll Taxes Payable:Federal Payroll Taxes	69.49
Payroll Taxes Payable:State Taxes Withheld	-12.63
Payroll Taxes Payable:SUTA Payable	26.13
Payroll Taxes Payable:Workers Comp Payable	97.53
Prepaid Membership Dues	-13,350.00
Net cash provided by Operating Activities	225.00
FINANCING ACTIVITIES	
Net Assets:Temporarily Restricted Net Asse	820.50
Net Assets:Undesignated	-820.50
Unrestricted Net Assets	-225.00
Net cash provided by Financing Activities	-225.00
Net cash increase for period	0.00
Cash at end of period	0.00