



Higgins Lake Property Owners AssociationSM

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President: Charlene Cornell, **Vice Pres:** Brad Gibson, **Secretary:** Herb Weatherly, **Treasurer:** Greg Semack
Directors: Wayne Brooks, Bob Hoffman, Bob McKellar, Fred Swinehart, Jim Vondale, Dianne Wagner

Higgins Lake Property Owners Association

Board Meeting Minutes

January 22, 2018

The meeting was called to order by President Charlene Cornell at 9:05 A.M.

Board Members Present: Charlene Cornell, Herb Weatherly, Bob McKellar, Fred Swinehart, Wayne Brooks and Greg Semack. Bob Hoffman, Jim Vondale, Brad Gibson and Dianne Wagner were absent.

Agenda: No changes.

President's Comments: Charlene reported that at the December 21, 2017 hearing, Judge Bennett awarded the HLPOA \$1434.91 for taxable costs. Marv Bolton must pay this within 28 days after the filing date.

December Minutes: Herb moved to accept the December 18, 2017 Minutes as written, which was seconded by Fred. All ayes, no opposition, motion passed.

Committee Reports:

Secretary/Office: None.

Treasurer's Report: The financials through December 31, 2017 were presented. Greg suggested to not include "Statement of Cash Flows" on a monthly basis, as this report is only required as part of a year-end audit. Instead, he will supply monthly checkbook ledger entries to give the Board a clearer idea of cash flow.

Greg also shared a graph depicting our membership trends from 2009 to present, the December expenses in detail and the Cash Position for our 4 bank accounts.

Greg then discussed the differences of our annual review by Robert F. Murray and Company. The choices are a compilation, review or audit. He recommended a compilation for 2017, with a review possibly every 3 – 5 years.

A discussion was held on the revised 2018 budget. Changes were suggested for the financial review, the legal cost and the legal contributions amount, along with reducing the member dues figure from 500 to 480. A motion to accept these changes was made by Herb and seconded by Wayne. Two ayes, 4 nays, motion did not pass. A motion was then made by Bob McKellar to accept the aforementioned changes, with keeping the member dues count at 500. This was seconded by Fred. All ayes, no opposition, motion passed.

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Membership and Communication Committee: Wayne discussed the February newsletter and wanted to include Mike Burnside's resignation, a thank-you to Linda Brick for her formatting our newsletters and a thank-you to Ric Blamer for our new membership application.

Wayne noted that our membership count is at 306 and he would like to re-contact previous members in March. To increase our membership, Greg suggested that we conduct presentations to other lake associations on Higgins Lake and to pass out HLPOA packages for new home owners. Herb suggested distributing "New Member packets", as well.

Wayne then made a motion to accept Greg Semack on the Membership and Communication Committee, which was seconded by Herb. All ayes, no opposition, motion passed.

Our annual meeting date was set for July 21, 2018, so long as this date does not conflict with any local events.

Kathleen suggested having a "Members Questions" corner in our newsletters.

Riparian Committee: Charlene spoke of the January 3rd DNRPRD meeting. In addition to Charlene, those in attendance were Greg, Fred, Wayne and Nick Dewey (HLPOA Board and/or committee members), along with the HLF and the Huron Pines Conservancy. Regarding the boat washes, Charlene reported that at both the North and South State Parks, there will be supervisors attending both boat wash locations. The plan is for relocation and expansion of the North State Park boat wash to open for the summer of 2019. Also, Charlene and Ann Sylvester, DNR rep, met with the HLF on their proposal to be the fiduciary. The HLF will submit a proposal in a month. We will approach other non-profits to participate in the fiduciary bidding process. There is another DNRPRD meeting this afternoon.

Herb noted that our maintenance contract for the North State Park boat wash expires May 31, 2018.

Environmental Committee: Fred discussed a product to prevent the spread of mud snails, which was researched by Wayne. Virkon Aquatic is made by Dupont and is a solution that is good for the environment and recommended by the DEQ. Examples of its' use are on waders, canoes and kayaks. Fred will see if he can possibly get the townships to acquire this and re-package, to sell in desired amounts.

Fred then discussed his water-testing proposal, which is comprised of 4 distinct projects. He feels we can proceed with the first 2 cycles with current funding, then apply for a grant to complete the project.

Last, Fred reviewed his environmental article for the February newsletter, which the Board approved.

PAC: Charlene said that Greg Semack had interest to join the PAC committee. After discussion, Herb moved to appoint Greg to the PAC Board, which was seconded by Bob McKellar. All ayes, no opposition, motion passed.

HLSIO: Tabled until next meeting.

Local Government: Herb said that Greg agreed to attend the Gerrish Township meetings, while Dianne agreed to switch to the Lyon Township meetings.

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Ongoing Business: Bob McKellar provided the description of the Elections Committee, to add to the Roles and Responsibilities of the Board of Directors, completing this portion of the team development.

Bob then reviewed the Board members terms, which were compiled by Herb, noting those that will expire in 2018. He suggested that we include this topic in our newsletter, asking Board members to look for candidates and have them provide a brief resume.

Last, Bob noted that one of our four Service Marks could not be registered with the State of Michigan, as it was not distinctive enough.

New Business: Bob McKellar discussed a mailing option, that could be less expensive. We will research this option with our printing companies.

Adjournment: Fred motioned to adjourn the meeting, which was seconded by Bob McKellar. All ayes, no opposition, motion passed. The meeting adjourned at 12:45 P.M.

The next meeting will be February 19, 2018.

HIGGINS LAKE PROPERTY OWNERS ASSOCIATION
STATEMENT OF FINANCIAL POSITION
JANUARY 31, 2018

ASSETS

Current Assets

Cash and Cash Equivalents	\$ 37,224
Total Current Assets	<u>37,224</u>

Other Assets

Prepaid Rent	-
Restricted Cash	9,847
Total Other Assets	<u>9,847</u>

Total Assets	<u><u>\$ 47,071</u></u>
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LIABILITIES

Current Liabilities

Accounts Payable	\$ -
Accrued Payroll and Withholdings Payable	333
Accrued Expenses	326
Prepaid Membership Dues	-
Total Current Liabilities	<u>659</u>

Total Liabilities	659
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NET ASSETS

Unrestricted :

Unrestricted	36,967
Temporarily Restricted	9,445
Permanently Restricted	-
Total Net Assets	<u>46,412</u>

Total Liabilities and Net Assets	<u><u>\$ 47,071</u></u>
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Higgins Lake Property Owners Association
1 Month Ending January 31, 2018

			Temporarily			Annual Budget	Variance Fav/(Unfav)
			Unrestricted	Restricted	Total		
REVENUES:	<u>Members</u>	<u>Dues</u>				515 Members	
Membersh	324	\$ 90	\$ 29,160	\$ -	\$ 29,160	\$ 46,350	\$ (17,190)
Legal Fund			\$ -	\$ 65	\$ 65	\$ 8,000	\$ (7,935)
AmVets Fund				\$ -	\$ -	\$ -	\$ -
Other (Gen'l/Lobbyist Fund)			\$ 105	\$ -	\$ 105	\$ 4,000	\$ (3,895)
Directory Advertising			\$ -	\$ -	\$ -	\$ -	\$ -
Environmental Fund			\$ -	\$ 3,085	\$ 3,085	\$ 4,000	\$ (915)
Investment Income			\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUE			\$ 29,265	\$ 3,150	\$ 32,415	\$ 62,350	\$ (29,935)
OPERATING EXPENSES:							
Lobbyist			\$ 1,000	\$ -	\$ 1,000	\$ 12,000	\$ (11,000)
Legal Fees Paid			\$ -	\$ -	\$ -	\$ -	\$ -
Satisfaction of Legal Costs			\$ -	\$ 616	\$ 616	\$ 12,000	\$ (11,384)
Payroll			\$ 1,073	\$ -	\$ 1,073	\$ 11,560	\$ (10,487)
Office			\$ 566	\$ -	\$ 566	\$ 8,885	\$ (8,319)
Other Administrative			\$ 452	\$ -	\$ 452	\$ 8,925	\$ (8,473)
Satisfaction of Environmental Co:			\$ -	\$ -	\$ -	\$ 4,000	\$ (4,000)
Organizational Support			\$ -	\$ -	\$ -	\$ 2,975	\$ (2,975)
Miscellaneous Expense			\$ -	\$ -	\$ -	\$ 1,514	\$ (1,514)
TOTAL EXPENSE			\$ 3,091	\$ 616	\$ 3,707	\$ 61,859	\$ (58,152)
CHANGE IN NET ASSETS			\$ 26,174	\$ 2,534	\$ 28,708	\$ 491	\$ 28,217