



# Higgins Lake Property Owners Association™

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<b>President:</b>	Charlene Cornell	<b>Directors:</b>	Bob McKellar
<b>Vice President:</b>	Brad Gibson	Wayne Brooks	Fred Swinehart
<b>Secretary:</b>	Herb Weatherly	Mike Burnside	Jim Vondale
<b>Treasurer:</b>	Chuck Brick	Bob Hoffman	Dianne Wagner

Higgins Lake Property Owners Association

Board Meeting Minutes

August 7, 2017

The meeting was called to order by President Charlene Cornell at 9:01 A.M.

**Board Members Present:** Charlene Cornell, Brad Gibson, Chuck Brick, Herb Weatherly, Wayne Brooks, Mike Burnside, Bob Hoffman, Bob McKellar, Fred Swinehart, Jim Vondale and Dianne Wagner.

**Agenda:** No changes.

**President's Comments:** Charlene asked for comments about the Annual Meeting. The Board was in agreement that it went very well. Suggestions for next year included to add a HLPAC table and obtain a second microphone.

Charlene then commented that she had received positive feedback about the content of our August newsletter and thanked everyone for their input.

**June and July Minutes:** Herb moved to accept the June 30, 2017 minutes, as written, which was seconded by Bob McKellar. All ayes, no opposition, motion passed. Chuck then moved to accept the July 15, 2017 minutes, as written, which was seconded by Herb. All ayes, no opposition, motion passed. Charlene noted that the June 12, 2017 minutes had been approved electronically, via email.

**Committee/Reports:**

**Secretary/Office:** None.

**Treasurer's Report:** Chuck made a motion, on behalf of the Finance Committee, to create a non-office level Deputy Treasurer position. This was proposed to make a smooth transition, should it become necessary to fill the Treasurer's position for some unforeseen reason. This volunteer position would also oversee the PAC. Brad seconded the motion. All ayes, no opposition, motion passed. There are currently 470 HLPOA members and efforts are continuing to increase that number.

The July financials were accepted by the Board.

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Chuck then discussed updates on our website, by showing current and revised charts. The revised chart includes re-defined tabs and additional drop downs, with better wording to find what you are looking for. Also, there is a search window on each page. Chuck added that items appearing on our Facebook and Twitter accounts will automatically be added to the website. The Board thanked Chuck for the website improvements!

**Membership/Communication:** A discussion was held regarding the need for a new Membership/Communications Chair. Charlene added that this position also includes the bi-monthly newsletter, the directory, education and PR. Dianne said that the need is for a leader/organizer, as she will still be involved with many aspects associated with this committee. Charlene asked the Board members for a volunteer.

**Riparian Committee:** Jim noted there will be a Riparian Committee phone call with our attorney, Bill Carey, tomorrow regarding an email from the Roscommon County Sheriff's office. The email states that they will enforce water-based issues, but not land-based issues, such as sun bathing and picnicking and erroneously states such activities are legal.

Jim said that HLPOA members, Tim Caldwell and Greg Semack, would like to join the Riparian Committee. Jim moved to approve them to join this committee, which was seconded by Herb. All ayes, no opposition, motion passed.

The creation of 3 sub-committees was then discussed: a web page communication committee, a local government relations committee and a MI riparian partnership committee, starting with St. Helen and Houghton Lakes. Jim said this would get more people involved and increase the effectiveness of the Riparian Committee. The board agreed that these subcommittees were appropriate. The Riparian Committee web page on hlpoa.org is being redesigned to add up to six categories for easier searching. Content useful to HLPOA members such as statutes, ordinances and case law, as well as how to report violations, who to report those violations to and what information to include will be added.

Last, Jim spoke of a meeting of the Riparian Committee on August 18, 2017, with Ron Olson, Chief of the DNR Parks and Recreation Division and other DNR staff including Josh Pellow in charge of the North State Park and Rachel Roberts, in charge of the South State Parks. Anna Sylvester, a DNR supervisor also will attend. The main focus of the meeting is the maintenance and expansion of the West Launch but a range of other issues regarding the DNRPRD's activities on the lake will also be discussed. The HLPOA wants a dialogue with DNR on Higgins Lake water quality issues including invasive species. Charlene, Fred, Brad and Mike along with other Riparian Committee members will accompany Jim at this meeting which is being held at the DNR office in Roscommon.

**Environmental Committee:** Fred stated that HLPOA members John Ogren and Kevin Kessler expressed interest to join the Environmental Committee. Fred made a motion to approve them. This motion was seconded by Herb. All ayes, no opposition, motion passed.

Fred reminded committee members of an Environment Committee meeting today, following the Board meeting. Items of discussion will be future projects to obtain a solid environmental baseline of Higgins

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Lake, such as deep water cores and near shore algae. Fred recommended that we partner with other organizations for these projects, such as the HLF, Tip of the Mitt and Huron Pines. Also, Herb has contacted the County Drain Commissioner to attend today's meeting, regarding potential contamination from the Pine Bluffs and Johnson sub-division drains.

**HLPAC:** Brad stated there will be a PAC meeting in September, with the primary focus of drafting a solicitation letter. Brad also said that he needs to replace Ken Denning's PAC Board position, although Ken will stay as a member-at-large. Herb volunteered for this position. Brad moved to accept Herb as a PAC Board member, which was seconded by Bob McKellar. All ayes, no opposition, motion passed. Brad added that the committee still needs 1 more at-large member.

**Swimmer's Itch/HLSIO/MISIP:** Dianne stated that sales were very good for the August 24, 2017 fund-raising dinner for HLSIO at Jim Witt's barn sponsored by Fred's and Jim Witt.

Jim spoke of the favorable article in the Houghton Lake Resorter describing the success of the Swimmer's Itch Solutions scientific approach to combating Swimmer's Itch on Higgins Lake. Jim added that the HLPOA/MISIP/HLSIO are working closely with the DNR on permit issues for next year. The MISIP fall meeting of representatives of 24 lake associations is being held in Traverse City on September 24. Crystal, Glen, Leelanau and Lime lakes are part of the five lake pilot program to fight swimmer's itch along with Higgins Lake. They have completed their programs for 2017 using trap and relocation of common mergansers and results will be reported at the meeting. Results of the joint MISIP research and training programs also will be reported. John Lindley, HLPOA's lobbyist who is working with MISIP lake associations, will attend and report on the successful efforts to obtain a second \$250,000 state appropriation to fight swimmer's itch.

**Local Government:** Bob Hoffman informed us that the Roscommon County Planning Committee has been relieved of the responsibility of the Gerrish Township water and septic ordinance.

**Ongoing Business:** A discussion was held on the ongoing Bolton law suit.

With two new Board members, Charlene reviewed member responsibilities and all Board members signed the HLPOA written Conflict of Interest Policy. Charlene then reminded Board members to consider the open positions of Deputy Treasurer and Membership/Communication Chair.

Notes from the May 11, 2017 retreat will be emailed to Board members, with a review at the next meeting. At the retreat, it had been suggested to initiate a master internal calendar for the Board members.

**New Business:** None.

**Adjournment:** Herb motioned to adjourn the meeting, which was seconded by Chuck. All ayes, no opposition, motion passed. The meeting adjourned at 12:46 P.M.

**The next meeting will be Monday, September 18, 2017 at 9:00 A.M.**

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**HIGGINS LAKE PROPERTY OWNERS ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
**AUGUST 31, 2017**

**ASSETS**

**Current Assets**

Cash and Cash Equivalents	\$ 25,559
<b>Total Current Assets</b>	<u>25,559</u>

**Other Assets**

Prepaid Rent	-
Restricted Cash	4,950
<b>Total Other Assets</b>	<u>4,950</u>

<b>Total Assets</b>	<u><u>\$ 30,509</u></u>
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**LIABILITIES**

**Current Liabilities**

Accounts Payable	\$ -
Accrued Payroll and Withholdings Payable	615
Accrued Expenses	326
Prepaid Membership Dues	-
<b>Total Current Liabilities</b>	<u>941</u>

<b>Total Liabilities</b>	941
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**NET ASSETS**

Unrestricted :	
Unrestricted	20,122
Temporarily Restricted	9,446
Permanently Restricted	-
<b>Total Net Assets</b>	<u>29,568</u>

<b>Total Liabilities and Net Assets</b>	<u><u>\$ 30,509</u></u>
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**Higgins Lake Property Owners Association**  
**3 Months Ending August 31, 2017**

	Members	Dues	Temporarily			Annual Budget	Variance Fav/(Unfav)
			Unrestricted	Restricted	Total		
<b>REVENUES:</b>						515 Members	
Membersh	475	\$ 90	\$ 42,750	\$ -	\$ 42,750	\$ 46,350	\$ (3,600)
Legal Fund			\$ -	\$ 1,216	\$ 1,216	\$ 8,000	\$ (6,784)
AmVets Fund				\$ 750	\$ 750	\$ -	\$ 750
Other (Gen'l/Lobbyist Fund)			\$ 5,057	\$ -	\$ 5,057	\$ 4,000	\$ 1,057
Directory Advertising			\$ 3,225	\$ -	\$ 3,225	\$ -	\$ 3,225
Environmental Fund			\$ -	\$ 1,775	\$ 1,775	\$ 4,000	\$ (2,225)
Investment Income			\$ 42	\$ -	\$ 42	\$ -	\$ 42
<b>TOTAL REVENUE</b>			<b>\$ 51,074</b>	<b>\$ 3,741</b>	<b>\$ 54,815</b>	<b>\$ 62,350</b>	<b>\$ (7,535)</b>
<b>OPERATING EXPENSES:</b>							
Lobbyist			\$ 8,000	\$ -	\$ 8,000	\$ 12,000	\$ (4,000)
Legal Fees Paid			\$ 4,515	\$ -	\$ 4,515	\$ -	\$ 4,515
Satisfaction of Legal Costs			\$ -	\$ 6,274	\$ 6,274	\$ 12,000	\$ (5,726)
Payroll			\$ 8,303	\$ -	\$ 8,303	\$ 11,560	\$ (3,257)
Office			\$ 4,688	\$ -	\$ 4,688	\$ 8,885	\$ (4,197)
Other Administrative			\$ 11,425	\$ -	\$ 11,425	\$ 8,925	\$ 2,500
Satisfaction of Environmental Cos			\$ -	\$ -	\$ -	\$ 4,000	\$ (4,000)
Organizational Support			\$ 530	\$ -	\$ 530	\$ 2,975	\$ (2,445)
Miscellaneous Expense			\$ 1,162	\$ -	\$ 1,162	\$ 1,514	\$ (352)
<b>TOTAL EXPENSE</b>			<b>\$ 38,623</b>	<b>\$ 6,274</b>	<b>\$ 44,897</b>	<b>\$ 61,859</b>	<b>\$ (16,962)</b>
<b>CHANGE IN NET ASSETS</b>			<b>\$ 12,451</b>	<b>\$ (2,533)</b>	<b>\$ 9,918</b>	<b>\$ 491</b>	<b>\$ 9,427</b>

**Higgins Lake Property Owners Assoc.**  
**Statement of Cash Flows**  
 January 1 through September 5, 2017

	Jan 1 - Sep 5, 17
<b>OPERATING ACTIVITIES</b>	
Net Income	9,917.88
Adjustments to reconcile Net Income to net cash provided by operations:	
Cash:Checking Account	2,420.38
Cash:Chemical Checking	1,950.03
Cash:Petty Cash	24.82
Cash:Savings Account	-20,376.87
Certificates of Deposit	20,356.75
Legal Account:Restricted Cash	-142.07
Payroll Taxes Payable:Federal Payroll Taxes	-227.68
Payroll Taxes Payable:State Taxes Withheld	-68.47
Payroll Taxes Payable:SUTA Payable	17.87
Payroll Taxes Payable:Workers Comp Payable	138.36
Prepaid Membership Dues	-12,420.00
<b>Net cash provided by Operating Activities</b>	<b>1,591.00</b>
<b>FINANCING ACTIVITIES</b>	
Net Assets:Temporarily Restricted Net Asse	-206.00
Unrestricted Net Assets	1,100.00
<b>Net cash provided by Financing Activities</b>	<b>894.00</b>
<b>Net cash increase for period</b>	<b>2,485.00</b>
<b>Cash at beginning of period</b>	<b>1,353.30</b>
<b>Cash at end of period</b>	<b>3,838.30</b>