

# Lake Oakland Heights Park Association Meeting Rules of Order

July 28, 2020

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## **Call to order**

The meeting was called to order at 7:38 PM on July 28, 2020 by Jim Williams.

## **Attendees**

President – Jim Williams  
Vice President – Don Swanson  
Secretary & Website Editor – Jessica Baker  
Social Director – Season Lewandowski  
Expeditors – Jim Brumm & Keith Bowling  
Safety Director – Lee Howell  
Boating Director – Jerry Chamberlain  
Legal Director – Mark Cunningham  
Promotional Director – Mary Lou Osborne  
Newsletter Editor – Carolyn Bree

Multiple Neighborhood Residents

## **Board Members not in attendance**

Treasurer – Cheryl Baker

## **Approval of minutes**

Jim Williams asked if all members in attendance at the December 3, 2019 General meeting read the minutes of the meeting. Carolyn Bree made motion to approve minutes as submitted, Pam Pope seconded, motion passed by general membership vote.

## **Board Member Reports**

### **President – Jim Williams**

- \* Working on install date for new LED lights, have to wait from DTE for date.

### **Vice President – Don Swanson**

- \* Noticed lack of respect for beach rules. No glass or Dogs are allowed at the beach.

### **Treasurer – Cheryl Baker**

- \* Account Balances:
  - ❖ Checking: \$13,702.74
  - ❖ Special: \$25,897.23
  - ❖ Boating: \$28,575.18
  - ❖ Playground Fund: \$206.94

- \* Current Membership:
  - ❖ Regular: 116, Senior: 74, Total Memberships: 190 Households

**Secretary – Jessica Baker**

- \* No report

**Website Editor – Jessica Baker**

- \* Website is up to date

**Expeditor – Jim Brumm/Keith Bowling**

- \* Have a large list of maintenance items working through 1-2 a week, adding additional items to the list as the need arises.

**Safety – Lee Howell**

- \* No Report

**Boating – Jerry Chamberlain**

- \* No Report

**Legal – Mark Cunningham**

- \* No Report

**Promotional – Mary Lou Osborne**

- \* New Directories are being printed, doesn't have a date for when they should be ready for distribution

**Social – Season Lewandowski**

- \* Successful Glow Night Event – Approximately 47 children and multiple adults in attendance
- \* Thank you to all the volunteers to help make the event a success and looking forward to many more fun events this season.
- \* Upcoming Events:
  - ❖ Saturday, August 1 – Pancake Breakfast from 9:30am-11am
  - ❖ Saturday, August 8 – Family Fun Day
  - ❖ Thursday-Sunday, August 20-23 – Neighborhood Garage Sale Weekend
  - ❖ Saturday, August 22 – Ski Demons Ski Show 11am
  - ❖ Saturday, August 22 – Movie Night
  - ❖ Saturday, September 5 – Fireworks
  - ❖ Saturday, September 12 – Car Show – Rain Date of Sunday, September 13.

**Old business**

- \* Review of Banking Changes
  - ❖ At the December 3, 2019 General Meeting there was a motion made to move \$1000 from the Savings/Special Account to the Boating Account, raising it over \$25,000 to transfer to Flagstar Bank for a higher interest rate. At Chase Bank we were earning 0.01% interest and the rate at Flagstar at the time was 1%. The money transferred from Savings/Special to Boating is to be paid back within one year.

- ❖ At the June 16, 2020 Board Meeting it was decided to move the Savings/Special Account to Flagstar as well for the higher interest rate, which as of June 30 had fallen to 0.2%. This move will not occur until the end of the fiscal year to see where the account stands as there does need to be \$25,000 to earn the higher interest rate.
- \* Improvements over the past 12 months
  - ❖ Added infant swings
  - ❖ Wood Carving completed with Dedication Plaque attached
  - ❖ Special Thank You to Sharon Gwin for the completion of getting the Little Free Library installed at the entrance to the Beach.
  - ❖ LED streetlight updates to save money on electric costs – Work in progress, the association has the lights, waiting on DTE Energy for installation.
  - ❖ Thank you to the volunteers who put on a fresh coat of stain and power washed play structures
- \* Improvements being worked on
  - ❖ Courtesy dock by the boat ramp
  - ❖ Kayak racks – possibly four racks with locking capabilities
  - ❖ Fencing to go around the cage to improve the looks
  - ❖ Additional railings for the steps to the beach area
- \* Audit of 2018-2019 books was completed in January November – Needs to be reviewed at a board meeting.

## **New business**

- \* Sign up for Beach Maintenance & Improvements
  - ❖ Jim Williams passed around sign up sheet for members to volunteer to help with projects.
- \* Question regarding how bylaws are changed
  - ❖ To change bylaws – must request a special meeting either at a general membership meeting or through writing. At the special meeting regarding the ByLaw change request, there must be 2/3 approval by general membership vote in attendance for the change to be implemented.

## **Playground Subcommittee Presentation**

- \* Status Update:
  - ❖ Miracle-Midwest is due to provide pricing details to us for the Committee's August 4<sup>th</sup> meeting.
  - ❖ The quote they will provide the committee will be comprised of a 'everything' we might want/need
  - ❖ The quote itself will have the ability to be paired down as needed / desired in order to meet our overall needs
    - The quote will include line itemed equipment costs so that we can if needed/desired produce a play area a la carte
    - Costs to clear the area if we use their/their vendor services
    - Costs to prepare the area if we use their/their vendor services
      - Preparation would consist of leveling any needed ground

- Applying walking surfaces as needed
  - Applying play-safe surface around the play items – as appropriate
    - Types of available surfaces vary and would be chosen based on how ‘they’ fit our needs and budget
  - Costs to have the vendor/their partners assemble the new equipment – if we choose to use their services
  - Timing for all phases of the project
- ❖ The vendor is investigating what if any affect our assembly of the new equipment may or may not have – assuming we perform our own installation
- ❖ The quote will allow us to not only see pricing for an “ultimate wish list complete” but the a la carte pricing mentioned for all aspects of the project
- ❖ The quote will include any and all possible discounts that we may qualify for.
- \* Items being considered for the play area:
  - ❖ Play structure(s)
    - Style, type, and layout are TBD
  - ❖ Swings for the swing set stall
    - An inclusive swing seat for any child between 2-12 years old that has issues being able to or cannot sit up and maintain position on a traditional swing seat
    - Tot bucket seat for a 2-5 year old child that can maintain their position on their own or with minimal assistance and remain secure
    - Generation swing seat that allows two children of different ages to face each other while swinging, this seat helps promote face to face time with children who may have emotional or cognitive developmental issues as well. It also allows for the younger child to be securely positioned during play time.
  - ❖ Ten Spin – an inclusive freestanding product that allows children of all abilities to play together, it can accommodate up to 10 kids at one, this popular, freestanding event allows children of all abilities to join in the fun by either sitting, kneeling, or standing.
  - ❖ Per Jim Williams – The boards intention to kick in 3-5k if approved by general membership at a special meeting. Board put together a pledge sheet if members choose to put a donation towards the project.
  - ❖ Per Jim Williams – There are many members of the Board of Directors who have already pledged to donate between \$50-\$200.
  - ❖ Fundraising:
    - Bottle Drive Flyers have been posted to Facebook and the website and distributed to mailboxes
    - The committee is working on coming up with additional fundraising ideas.
- \* Discussion held with membership concerns
  - ❖ Will proper permits required by the Township be obtained?
    - Depending upon the way in which the equipment is installed, whether we go with the company for a complete install or install ourselves with the help of one of their engineers will depend on how permits from the Township are obtained. If the company does a complete install, they will

get the proper permits. If we choose to install we will have to find out what permits are required and obtain them.

- ❖ What is the Cost of the Project?
  - Right now we do not know the full cost of the project. For the three major areas (structure, swings, and ten-spin) there are funds donated to cover. The fundraising and donations from other members of the association will cover extra a la carte items like the special swings, additional small separate structures, benches, ect.
- ❖ Why are there no figures to present for the cost of the project?
  - We are working with the company Miracle-Midwest to get an itemized break down for all costs and we will have by the 4<sup>th</sup> of August.
  - When we get the itemized break down and determine the layout and items to go into the new playground, it will be drawn up and presented to the board for approval to determine if the association can afford the maintenance on the items considered. Once the Board approves, there will be a Special Meeting for the playground to present to the General Membership of what items will be going in along with the overall and itemized costs of all items and a breakdown of total funds collected.
- ❖ Have multiple vendors been considered?
  - 3 different vendors have been contacted and compared pricing through
  - Miracle has been the best with high quality, low maintenance equipment and is a local company so can keep the costs lower than an out of state option
- ❖ What about the older kids? All the items discussed in presentation are for children 2-12 years old.
  - It is built to withstand even adults going on the structures, so teenagers will still be able to use all the equipment as well, which current equipment besides merry-go-round, swings, and monkey bars are not suitable for older teenaged children to play on.
  - The new structure will have climbing and monkey bar type activities to replace the current monkey bar structure, the swings will be replaced with a new swingset that will have some standard belt seats, as well as toddler, inclusive, and generation swings. The ten-spin is a replacement merry-go-round that allows for all ages and is ADA compliant.
- ❖ Has the equipment been physically seen?
  - Local parks and schools have equipment that is similar to what is being installed and has been reviewed by many members of the committee
- ❖ Will there still be areas for fishing and playing ball?
  - Yes, the whole staked out area is not going to be taken up by equipment, the area of the new equipment will only take up the same area as current equipment, so all areas that people are able to play ball and fish from currently will still be available and unaffected.
- ❖ Has a presentation for children been considered?
  - Has not been considered, but we are very interested in the idea and feel it would be a great opportunity to get the children involved more.

- ❖ Is it possible to sell or donate the current equipment?
  - Kiddie structure (newest structure closest to the beach) is being looked into selling – vendor doesn't recommend it due to liability issues, but we do have a hold-harmless agreement that we can use if we choose to go that route.
- ❖ Concerns regarding the pump house and areas that the Water Department needs open in the event they have to bring equipment out to work on the well.
  - Can contact the water department to determine the space that they need to include in the plan to guarantee they have the room that they need if they have to come out to work on the well.

## **Next Meetings**

The next monthly board meeting will be held on August 18, 2020 at 7:00 PM at LOHPA Beach.

The next general membership meeting will be the Election meeting, held on September 29, 2020 at 7:30 PM at Waterford Church of Christ, if restrictions are lifted.

Twila made motion to adjourn the meeting, Deb Sanger seconds motion. Meeting Adjourned at 9:01 PM.

**Jessica Baker**

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**Secretary**

**07/28/2020**

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**Date of submission**