

# Lake Oakland Heights Park Association

## Meeting Rules of Order

August 18, 2020

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### **Call to order**

The meeting was called to order at 7:09 PM on August 18, 2020 by Jim Williams.

### **Attendees**

President – Jim Williams  
Vice President – Don Swanson  
Secretary & Website Editor – Jessica Baker  
Boating Director – Jerry Chamberlain  
Legal Director – Mark Cunningham  
Promotional Director – Mary Lou Osborne  
Newsletter Editor – Carolyn Bree

### **Board Members not in attendance**

Treasurer – Cheryl Baker  
Expeditor – Jim Brumm  
Expeditor – Keith Bowling  
Safety Director – Lee Howell  
Social Director – Vacant

### **Approval of minutes**

Minutes from the July 21, 2020 meeting emailed to Board members and posted to website. Jim Williams asked if everyone read and approves of minutes as submitted. Carolyn Bree made motion to approve minutes as submitted, Mary Lou Osborne seconded motion. Vote occurred. Motion carried.

### **Board Member Reports**

#### **President – Jim Williams**

- \* Have had multiple members inquire about becoming board members, who will be coming to the next board meeting in September and to the Election meeting on September 29.
- \* Multiple openings for board positions due to current board members not running next year:
  - ❖ Jim Brumm has indicated he will not be returning to run for Expeditor
  - ❖ Jim Williams has indicated that he will not be returning to run for President
  - ❖ Mark Cunningham has indicated that he will not be returning to run for Legal
  - ❖ Currently there is no social director
- \* New sign with lettering did not come with plexiglass covering, supplies purchased, needs to be cut to size.

#### **Vice President – Don Swanson**

- \* Garage sale signs are worn and are in need of repair.

#### **Treasurer – Cheryl Baker**

- \* Absent – Presented by Jessica Baker
- \* Account Balances:
  - ❖ Checking: \$13,355.70
  - ❖ Special: \$25,897.45
  - ❖ Boating: \$28,502.47, Still owes Special Account \$1000 that was transferred last December.
- \* Current Membership:
  - ❖ Regular: 118, Senior: 75, Total Memberships: 193 Households

### **Secretary – Jessica Baker**

- \* No Report
- \* Jim Williams has updated policy documents to provide before the end of the Fiscal Year.

### **Website Editor – Jessica Baker**

- \* Currently up to date, will be updating at the end of the month with updated information from newsletter when it is released.

### **Expeditors – Jim Brumm & Keith Bowling**

- \* Both Expeditors were absent – Presented by Jim Williams
- \* Lawn Cutting guy has been complaining about goose poop, and has quit cutting the lawn, has not cut in 3 weeks.
- \* We have a replacement that will cost almost twice as much, a total of \$125 a week versus \$130 for two weeks. This has been approved for the remainder of this season (Approximately 10 weeks) Will look into new options for next year.
- \* Expeditor list has been updated and distributed to both expeditors, president and vice president.

### **Safety – Lee Howell**

- \* Absent - Presented by Paulette Howell
- \* Wood box has been updated and replaced on property.

### **Boating – Jerry Chamberlain**

- \* No Report

### **Legal – Mark Cunningham**

- \* No Report

### **Promotional – Mary Lou Osborne**

- \* Garage sale starts Thursday
- \* No new residents

### **Newsletter – Carolyn Bree**

- \* Next newsletter will go out at the end of August – See New Business for additional Details

### **Social – Vacant**

- \* Upcoming Events:
  - ❖ September 5, 2020 – Chili Cook-off & Ice Cream Social Hosted by Playground Committee – 6:30PM. Fireworks scheduled for dusk (Waiting on confirmation as to whether they will go on as planned)
  - ❖ September 12, 2020 – Car Show & Potluck – Car show from 11AM-3PM, Potluck at 6:30PM.
- \* Due to the absence of a social director for the remainder of the fiscal year, other board members and the playground committee have volunteered to handle the last two events of the year and we are looking for a new social director for the next fiscal year.

### **Old business**

- \* Playground Committee Update
  - ❖ Fundraising
    - Bottle drive
      - Is going well, as of 8/18/2020 we have raised \$2,589.50 from bottle returns, still have multiple bags of bottles/cans to return and 2 more weeks of collecting.
      - We have received a huge outpour of support by neighbors, family members, and friends outside of the sub as well with donations.
    - Garage Sale
      - Scheduled for August 20-22

- Donations received between August 13-16, still receiving some through Thursday.
  - Christina Wells has posted about the sale and subdivision sale on multiple platforms that promote garage and yard sales.
- Chili Cook-off/Ice Cream Social
  - Scheduled for September 5
  - Donations have been made for the ice cream social for all supplies
  - Details: There will not be a charge to enter the cook-off, only a charge of \$5 per person for those older than 5 who wish to partake in a chili dinner and voting for their favorite. There will be cornbread, crackers, and chili fixings (onions, sour cream, cheese) available to all who partake in the dinner. The winning Chili will be given a cash prize. For the Ice cream social, it will be \$2 per bowl for two generous scoops of ice cream and your choice of toppings.
- Monetary donations are still being accepted and we have received \$1,770.00 to date in addition to the \$50,000 from the major donor.
- Total funds raised with Fundraising to date is \$5,368.64.
- ❖ Playground Equipment Company
  - We have been working with Miracle Midwest and are still awaiting their proposal for our playground with itemized breakdown of costs, we are hoping to have this information by the end of the week.
  - We have also contacted Snider Recreation and spoke with a consultant regarding our playground and budget, she said she will get us a proposal by August 21, 2020.
  - Great Lakes Recreation has provided us with five proposals, to be reviewed at our next meeting.
- ❖ How Playground Funds are being handled
  - Because the Playground committee is a subcommittee to the board and thus a part of the association, all funds are going through the LOHPA accounts besides the initial \$50,000 from the generous donor (this may change when time comes to pay for the equipment). When the association agreed to move the Boating Funds from Chase Bank to Flagstar Bank, it left the old Boating Account at Chase empty but open. This account has been adapted to the Playground Fund and all monies received by the subcommittee have been deposited into this account.
  - There are records being kept by both Christina Wells (committee treasurer) and Cheryl Baker (association treasurer) for auditing purposes.
- ❖ Multiple board members asked how the new equipment will affect current Liability insurance. This will be looked into by the committee and reported back to the board when there is more information available.

\* Unauthorized Access to the Boat Ramp

Each Key is to be used only by the adults of the household to which they were issued.

The keys shall not be loaned to anyone at any time.

Immediately after a boat is launched, the launch (ramp) is to be locked up again.

Users are to make every effort not to damage the lock, chain, posts, ETC.

Users must abide by all LOHA beach association rules as posted.

The key holder needs to have signed a "Boat Launch (Key) Agreement".

Users must be **current (paid) members** of the beach association.

Insurance coverage is to be maintained on the boat for the period that it is launched at Lake Oakland Heights Association Park.

If the household that holds the key forfeits their membership in the LOHA beach association then the key must be returned within fourteen (14) days (see the By-Laws regarding the details of forfeiture **Article IV Section 4**) to get their \$30.00 key deposit back.

- ❖ Looking into the possibility of using stickers that will be placed on boats belonging to key members for easy identification of launch key holders.
  - Pricing and regulations regarding stickers to be looked into.
- ❖ Warning: 3 step warning for failure to comply with policy will be added to above procedure.
- \* Streetlamp Status
  - ❖ Will be lowered approximately half for lamp costs
  - ❖ 5 year agreement has been signed by president
  - ❖ DTE will be providing the lamps, ones purchased will be returned
  - ❖ 4-6 weeks until install
  - ❖ The overall cost for the lights will decrease by approximately half.
- \* Improvement List
  - ❖ Georgina Pietrzak donated replacement womanized lumber for the break wall and has installed the boards.
  - ❖ Additional items to be discussed at next meeting

## **New business**

- \* Proposal to change Bylaw Article VI Section 1
  - ❖ \*\*\*To be typed from Letter Presented\*\*\*
  - ❖ Will be posted in the next newsletter and voted on at the Next General Meeting on September 29, 2020.
  - ❖ Add 30 days notice verbiage to proposal.
- \* Remaining Social Events of the Year with Absence of Social Director
  - ❖ September 5 – Playground fundraiser & Fireworks
  - ❖ September 12 – Car show & Potluck
- \* Shared voting of the Expeditors
  - ❖ When the board has two active Expeditors then the voting for them is handled in the following ways. If there is only one in attendance at a meeting, then that person has the vote. If both are in attendance at a meeting then one of the Expeditors has the vote: one Expeditor is assigned to have the vote for the first five (5) meeting of the calendar year, the other has the vote during the second five (5) meeting any time that both are in attendance.
  - ❖ Suggestion to change calendar to fiscal year
  - ❖ To be discussed at next meeting.
- \* Tax-exempt Status
  - ❖ Will cost \$600 and must submit multiple forms, being completed by treasurer and secretary and will be ready to submit at the end of the fiscal year.
- \* Newsletter Information:
  - ❖ Calendar of Events:
    - September 5 – Chili Cook-off/Ice Cream Social and Fireworks
    - September 12 – Car show and Potluck – Rain Date of September 13.
    - September 15 – Board Meeting
    - September 29 – General Membership Meeting
    - October 20 – Board Meeting
    - October 31 – Costume Judging at Beach
  - ❖ Update of Fundraising by playground committee
  - ❖ Update of Boat Slip Waiting List Procedure & Current List
  - ❖ Announcement of Election Meeting and Proposal being presented for vote.

## **Next Meetings**

The next monthly board meeting will be held on September 15, 2020 at 7:00 PM at LOHPA Beach.

The next general membership meeting will be held on September 29, 2020 at 7:30 PM at LOHPA Beach.

Don Swanson made motion to adjourn the meeting, Jim Williams seconds motion. Vote Occurred, Motion Passed. Meeting Adjourned at 9:05 PM.

**Jessica Baker**

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**Secretary**

**08/18/2020**

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**Date submitted**