



## BWLA Board Meeting Minutes

Monday January 9, 2023

Location: Cornelius Residence

### ATTENDEES

**Present:** Dave Cornelius, Mike Dazy, Jon Durren, Kelley Root, and Laura Wiltz

Present Via Zoom: Mike Fish, Mark Judge, Tom Krehbiel and Ron Van Timmeren

Absent: Jane Dykhouse and Jeff VanHattum

### AGENDA

- |   |                          |
|---|--------------------------|
| 1. Roll Call:                                     | Kelley Root              |
| 2. Minutes from Last BOD Meeting:                 | Kelley Root              |
| 3. Treasurer: Report                              | Jon Durren               |
| 4. 2022 Financial Report Approval                 | Jon Durren               |
| 5. Website/Meeting Minutes                        | Kelley Root              |
| 6. WFGC RV Park Update                            | Laura Wiltz/BOD          |
| 7. Committee updates/Event Progress               | Jane Dykhouse            |
| a. Rain Date for Fireworks                        | Laura Wiltz              |
| b. Boat Parade Date Confirmation                  | Laura Wiltz              |
| c. BWL Apparel Shop                               | Mark Judge               |
| d. Environmental Considerations                   | Jane Dykhouse            |
| 8. Advertising                                    | Tom Krehbiel/Laura Wiltz |
| a. List of advertisers sold vs. goal              | Jon Durren               |
| b. List of advertisers prospecting                | Tom Krehbiel             |
| 9. Pierson Twp Board and Planning Commission Mtgs | BOD                      |
| 10. 2023 Membership Book                          | Laura Wiltz              |
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- |                    |                       |
|--------------------|-----------------------|
| 11. Boat Launch    | Mike Dazy/Laura Wiltz |
| 12. Other Business | BOD                   |
| 13. Adjourn        |                       |

## MEETING NOTES

### ● Roll Call - Kelley Root

- Meeting called to order by Laura Wiltz at 6:00 pm - Roll call conducted by Kelley Root.

### ● Minutes from Last BOD Meeting - Approved (Jon Durren/Mike Dazy)

- Minutes from the last BOD meeting were amended. The dollar amounts for advertising costs should read as follows: One third page ad is \$125, one half page ad is \$150 and a full page ad is \$200. Changes were approved (Mike Dazy/Jon Durren)

### ● Treasurer's Report - Respectfully Submitted/Signed/Jon Durren, Treasurer Dated 1/9/2023 - Approved (Tom Krehbiel/Mike Fish)

- Cash balances as of 1/9/23, are as follows: Chase checking account \$29,831 and Chase savings account \$10,590 for a total of \$40,421.
- Weed Control Fund as of 11/30/22 has a balance of \$39,391.54.
- Dues payments to date: As of 1/9/23 58 dues payments have been received compared to the 2023 budget of 205. Five additional directories have been purchased as compared to the budget of twenty. For ads, \$400 has been collected as compared to the 2023 budget of \$1,900.
- Review of Cash Disbursements since last meeting on 11/7/22 – see attached Treasure's report for details.
- See attached Treasurer's report for a full report.
- BOD finalized and approved the 2023 budget Approved (Dave Cornelius/Tom Krehbiel)
- The Special Assessment District (SAD) will expire 12/31/23. There was a reminder that we will need to add this as an agenda item for the Spring Membership meeting. The goal will be to obtain consensus that the SAD will continue.
- Mark Judge will perform the annual accounting audit.
- Laura Wiltz asked that an action step be added to the monthly agenda to initiate discussions around fund raising for tennis court expenses.

### ● Website/Meeting Minutes - Kelley root

- Kelley Root will reach out to Judy Warner to establish a backup process for website management.

- **WFGC RV Park Update- Laura Wiltz**
  - No updates to report.
- **Committee Updates - Jane Dykhouse (absent but did submit a written update to BOD)**
  - Rain Date for Fireworks/Boat Parade – BOD voted for Saturday, July 8<sup>th</sup> to be the rain date if available.
  - Boat Parade will be held the afternoon of July 3<sup>rd</sup> with the backup rain date of July 8<sup>th</sup>.
  - Apparel – Jane Dykhouse to set up a committee meeting to discuss logos, order frequency and the consideration of having apparel sales produce profit for BWLA.
  - Environmental Considerations – BOD discussed environmental concerns and questions.
- **Advertising – Tom Krehbiel/Wiltz**
  - The 2023 goal for advertising is to raise \$2,050 from advertisers. BWLA will be selling a 1/3 page for \$125, ½ page for \$150 and a full page for \$200. This price will include advertising space in the 2023 Membership Book as well as the BWLA website.
  - The BOD will reach out to those who advertised last year. Tom Krehbiel will distribute a working prospect list that the BOD can make updates to.
- **Pierson Twp Board/Planning Commission Meetings – BOD**
  - All board and planning commission meetings that have been published on the Pierson Township website have a Board Member assigned to attend.
- **Boat Launch – Dazy/Wiltz**
  - The BOD has exhausted efforts to change the operating hours at the boat launch. This would take an approval to change the Boat Launch Ordinance through Pierson Township. A decision was made to not pursue anything further in 2023.
- **2023 Membership Book – Laura Wiltz**
  - Jane will collect the committee information for the 2023 Membership Book.
  - Artwork for ads will need to be submitted to Laura Wiltz by the end of February.
- **Other Business**
  - None
- **Adjourn – Mike Fish/Tom Krehbiel**

**Big Whitefish Lake Association  
Treasurer's Report  
1/9/23 Board of Directors' Meeting**

1	Cash balances as of January 9, 2023 are as follows: Chase checking account \$29,831 and Chase savings account \$10,590 for a total of \$40,421.				
2		<b>Budget</b>	<b>Thru 1/9/23</b>	<b>% of Budget</b>	
	Dues payments to date:	205	58 \$ 10,440	28.3%	> includes 12 zelle pays
	Additional Directories to date:	20	5 \$ 50	25.0%	
	Directory/Website Advertising	\$1,900	\$ 400	21.1%	
			\$ 10,890		
3	Review of Cash Disbursements since last meeting (11/7/22)				
	<b>Date</b>	<b>Check Number</b>	<b>Payable To</b>	<b>Amount</b>	<b>Description</b>
			<b>Total November, 2022</b>	<b>\$ -</b>	
	12/03/22	Debit Card	Montcalm County	\$ 31.75	Address ID fee, 22260 Hillis Rd
	12/03/22	2959	Pierson Township Treas.	\$ 1,445.64	Winter property taxes
	12/10/22	2960	Jon Durren	\$ 30.67	Reimb. For Address pole & numbers
			<b>Total December, 2022</b>	<b>\$ 1,508.06</b>	
			<b>2022 YTD Total</b>	<b>\$ 33,124.78</b>	
4			<b>Budget 2022</b>	<b>Actual 2022</b>	
	Revenues		\$ 32,491.00	\$ 32,200.36	
	Expenses		32,396.00	33,124.78	
	<b>Revenues over expenses</b>		<b>\$ 95.00</b>	<b>\$ (924.42)</b>	
5			<b>Actual 2022</b>	<b>Budget 2023</b>	<b>PAGE 2, worksheet</b>
	Revenues		\$ 32,200.36	\$ 39,151.00	
	Expenses		33,124.78	38,085.00	
	<b>Revenues over (under)expenses</b>		<b>\$ (924.42)</b>	<b>\$ 1,066.00</b>	
6	2022 Reconciliation of Weed Control funds as of 11/30/22				
	Balance at 1/1/22		<b>\$ 22,890.33</b>		<b>PLM Totals</b>
	Add---BWL Weed Assessments		47,089.00	<(total \$217 X 217)	
	---Interest earned		194.16		
	Deduct---PLM payments \$28,736<		(19,400.00)	Prepayment of PLM treatments, 3% discount	\$ (19,400.00)
	---invoices <		(10,840.95) (A)		\$ (600.00)
	---Cornelius, CLMP reimb		(241.00)	PLM payments:	
	---Pierson Twp admin		(300.00)	5/26 Inv3005530, Diquat & ProcellaCOR	\$ 6,180.75
				6/14 Inv3005897, Diquat & ProcellaCor	\$ 16,029.75
				6/28 Inv3006243 Chelated copper, algae	\$ 1,388.75
				7/27 Inv 3006842 SeClear, Diquat & ProcellaCor	\$ 5,736.80
				9/13 Inv 3007546 AVAC Survey, Water Quality	\$ 1,504.90
	Balance at 11/30/22		<b>\$ 39,391.54</b>	Net (A)	<b>\$ 10,840.95</b>
7	Annual Review of Financial Records				

Respectfully Submitted

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1/9/2023

Jon Durren, Treasurer

Dated

**Big Whitefish Lake Association  
Revenues & Operating Expenses  
Actual 12/31/2022 vs 2023 Budget**

Worksheet

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	YTD 12/31/2022	Budget 2023	Over (Under)	
Chase Bank, Checking Account Balance	\$ 22,866.43			
Chase Bank, Savings Account Balance	\$ 7,588.94			
<b>Total Cash Balance, Beginning of period</b>	<b>\$ 30,455.37</b>			
<b>REVENUES</b>				
Membership Dues	\$ 30,750.00	\$ 36,900.00	\$ 6,150.00	205 budget at \$180
Sale of Extra Copies of Directory	220.00	200.00	(20.00)	Est 20 at \$10
Summer Meet & Mingle Party	-	-	-	
Directory & Website Advertising	1,075.00	2,050.00	975.00	See Ads worksheet
Misc, rebate on apparel sales	154.53	-	(154.53)	
"Reflections"	-	-	-	Revenues to equal cost
Interest earned	0.83	1.00	0.17	
<b>Total Revenues</b>	<b>\$ 32,200.36</b>	<b>\$ 39,151.00</b>	<b>\$ 6,950.64</b>	
<b>OPERATING EXPENSES</b>				
<b>EVENTS:</b>				
4th of July Fireworks	\$ 11,300.00	\$ 11,800.00	\$ 500.00	Same show as 2022
Summer Meet & Mingle Party	524.53	600.00	75.47	
Golf Outing, pontoon tie-up	208.70	250.00	41.30	
Fun Run & Walk	377.90	400.00	22.10	
Fishing Contest	540.71	600.00	59.29	
Boat Parade	160.00	200.00	40.00	
GAR Pike Contest	47.17	50.00	2.83	
<b>Total events</b>	<b>\$ 13,159.01</b>	<b>\$ 13,900.00</b>	<b>\$ 740.99</b>	
<b>SERVICES:</b>				
Trash Pickup	\$ 10,625.92	\$ 11,050.00	\$ 424.08	4% incr estimated
Directory Printing	1,795.50	1,800.00	4.50	
Property Maintenance, Porta Jon	624.00	625.00	1.00	
Property Maintenance, Repairs	2,373.29	6,000.00	3,626.71	Tree maint, court maint.
Web Page Maintenance	300.00	300.00	-	
Meetings	100.00	100.00	-	
<b>Total Services</b>	<b>\$ 15,818.71</b>	<b>\$ 19,875.00</b>	<b>\$ 4,056.29</b>	
<b>ECOLOGY:</b>				
CLM (Co-operative Lakes Monitoring program)	\$ -	\$ 250.00	\$ 250.00	
CLM reimbursement from SAD	-	(250.00)	(250.00)	
MLSA 2022 Membership	300.00	300.00	-	
Subscriptions (MI Riparian)	196.00	200.00	4.00	
Water Fowl Control	-	100.00	100.00	
No Wake Buoys	-	-	-	
Other Ecology Expenses	-	100.00	100.00	
<b>Total Ecology</b>	<b>\$ 496.00</b>	<b>\$ 700.00</b>	<b>\$ 204.00</b>	
<b>ADMINISTRATIVE:</b>				
Property Taxes	\$ 1,909.57	\$ 2,000.00	\$ 90.43	
Property & Liability Insurance (BHS)	1,421.00	1,500.00	79.00	
Charitable Gift	-	-	-	
Miscellaneous	24.93	50.00	25.07	
Postage	1.56	20.00	18.44	
"Reflections"	-	-	-	
Supplies	4.00	20.00	16.00	
US Income Tax	270.00	-	(270.00)	No tax due in 2023
State of MI Corp filing fee	20.00	20.00	-	
<b>Total Administrative</b>	<b>\$ 3,651.06</b>	<b>\$ 3,610.00</b>	<b>\$ (41.06)</b>	
<b>Total Expenses</b>	<b>\$ 33,124.78</b>	<b>\$ 38,085.00</b>	<b>\$ 4,960.22</b>	
<b>Revenues Over (Under) Expenses</b>	<b>(\$924.42)</b>	<b>\$1,066.00</b>	<b>\$1,990.42</b>	

Consisting of --

Chase Bank, Checking Account Balance	\$ 18,941.18
Chase Bank, Savings Account Balance	\$ 10,589.77

**Total Cash Balance, End of Period** **\$ 29,530.95**