



# BWLA Board Meeting Minutes

Monday November 13, 2023

Location: Dykhouse Residence

## ATTENDEES

**Present:** Jane Dykhouse, Dave Cornelius, Jon Durren, Erik Hendrickson, Mike Fish, Kelley Root

**Virtual Attendance:** Laura Wiltz, Ron Van Timmeren, Susan Smith, Mike Dazy

**Absent:** Tom Krehbiel

## AGENDA

- |   |                     |
|---|---------------------|
| 1. Roll Call:                                 | Kelley Root         |
| 2. Minutes from Last BOD Meeting:             | Kelley Root         |
| 3. Treasurer: Report                          | Jon Durren          |
| 4. 2024 Budget                                | Jon Durren          |
| 5. Ecology 2024 Plan                          | Dave Cornelius      |
| 6. Sewer Report                               | Ron Van Timmeren    |
| 7. Advertising                                | Tom Krehbiel        |
| 8. Committee Updates                          | Jane Dykhouse       |
| 9. 2024 Calendar                              | Jane Dykhouse       |
| 10. Tennis/Pickleball Maintenance             | Mike Fish/Mike Dazy |
| 11. Dues/Additional Request for Funds         | Laura Wiltz         |
| 12. Pierson Township Board Mtgs               | BOD                 |
| 13. Landfill Restrictions (Height)            | Susan Smith         |
| 14. Holiday Party – December 18 <sup>th</sup> | Kelley Root         |
| 15. Other Business                            | BOD                 |
| 16. Adjourn                                   |                     |
-

## MEETING NOTES

### ● Roll Call – Kelley Root

- Meeting called to order by Laura Wiltz at 7:00 pm

### ● Minutes from Last BOD Meeting - Approved (Mike Fish/Erik Hendrickson)

### ● Treasurer’s Report - Respectfully Submitted/Signed/Jon Durren, Treasurer Dated 11/13/2023 - Approved (Mike Fish/Susan Smith)

- See the attached full Treasurer Report. The full Treasurer Report is also posted on the BWLA website.
- Erik Hendrickson will meet with Jon Durren in January 2024. At that time Jon will conduct the Annual Financial Review Procedures for the BWLA 2023 financials.

### ● Ecology – Dave Cornelius

- All data and samples were submitted to CLMP. Dave expects to have those results back by the end of 2023 and will present them at the January 2024 board meeting.
- Dave Cornelius will obtain the five-year budget (2024 to 2029) from PLM and will present it at the January 2024 board meeting.
- There is a well off Bass Lake Road that was installed to monitor PFAS levels. Someone removed the cover and put chemicals into the well. That monitoring site will need to be assessed.

### ● Sewer Update – Ron Van Timmeren

- Nothing new to report.

### ● Advertising – Tom Krehbiel

- Laura Wiltz provided updates as Tom Krehbiel was absent. All BOD members were asked to provide five new advertising prospects for the 2024 directory.
- A google doc will be sent out for BOD members to list their prospects and to view the list of last year’s advertisers they are assigned to follow up with.
- Action Item: Laura Wiltz will supply the board with the ad specs and may also change some pricing on ad placement.
- The BOD was asked to secure commitments by March 1, 2024, to prepare for directory print in April.

### ● Committee Updates – Jane Dykhouse

- Fireworks 2024 date is 7/3/2024. The make-up date will be 7/6/2024.
- Kelley Root to follow up on permanent plaque for boat parade winners.

### ● Tennis/Pickleball Maintenance Update – Mike Fish/Mike Dazy

- Mike Dazy reviewed a presentation with the BOD that encompassed short term and long terms plans for court maintenance.

- **Dues/Additional Request for Funds – Laura Wiltz**
  - BOD is proposing to keep BWLA dues the same in 2024. There will be discussion at the January 2024 board meeting to put out an additional ask for court maintenance.
  - Mike Dazy will put together a draft of information that could be included in the dues/directory update sent to the membership in January. Mike will bring a draft for the BOD to review on December 18<sup>th</sup> in preparation for final approval at the January 2024 BOD meeting.
- **Pierson Township Board Meetings – Ron VanTimmeren**
  - Nothing major to report.
- **Landfill Restrictions – Susan Smith**
  - Susan Smith asked if there was a height restriction for the landfill. The answer is yes, and the landfill has room to grow to the south.
- **Holiday Party – Kelley Root**
  - Kelley will host the holiday party on December 18<sup>th</sup> starting at 6:30 pm. Kelley will send out sign up information to bring a dish to pass.
  - See 2024 Calendar above for details.
- **Other Business – BOD**
  - Erik Hendrickson will attend the November 20, 2023, Pierson Township Board meeting.
- **Adjourn – Erik Hendrickson/Jane Dykehouse**

<b>1</b>	<b>Cash Balances</b> Chase checking account \$25,541 and Chase savings account \$12,011 for a total of \$37,552. (\$31,039 at 9/07/22 or an increase of \$6,513). \$420 transferred from savings to checking.																		
<b>2</b>	<b>Revenue review</b> Dues payments to date: Additional Directories to date: Directory & Website Advertising Rebate on Apparel Sales  <b>Reflections 4</b>	<b>Budget</b> 205 20 \$2,050 \$0	<b>Thru 11/13/23</b> 207 \$ 37,260 29 \$ 290 \$ 3,350 \$ 1,318 Ttl> <u><u>\$ 42,218 (A)</u></u>	<b>% of Budget</b> 101.0% <\$180 per member 145.0% 163.4% <\$16.18 per member vs. \$2240 cost															
<b>3</b>	<b>Review of Cash Disbursements since last meeting (9/11/23)</b>																		
	Date	Check Number	Payable To	Amount															
	9/6/23	Electronic	Schultz Septic	\$ 150.00															
	9/11/23	Electronic	Republic	\$ 2,172.40															
	9/13/23	2993	Pierson Township	\$ 100.00															
			<b>Total September, 2023</b>	<b>\$ 2,422.40</b>															
	10/5/23	Debit card	MLSA	\$ 300.00															
	10/5/23	Debit card	Riparian	\$ 196.00															
	10/6/23	Electronic	Schultz Septic	\$ 150.00															
	10/13/23	Electronic	Republic	\$ 2,172.40															
			<b>Total October, 2023</b>	<b>\$ 2,818.40</b>															
	11/1/23	2994	GR Tree Service	\$ 2,200.00															
			<b>Total November, 2022</b>	<b>\$ 2,200.00</b>															
			<b>2023 YTD Total</b>	<b>\$ 38,118.41</b>															
<b>4</b>	<b>Comparison to Budget</b> Revenues Expenses, excluding Reflections 4 Reflections 4, net Revenues over (under) expenses	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th style="text-align: left;">Budget 2023</th></tr> <tr><td style="text-align: right;">\$ 39,151</td></tr> <tr><td style="text-align: right;">\$ 38,085</td></tr> <tr><td style="text-align: right;">\$ -</td></tr> <tr><td style="text-align: right;"><b>\$ 1,066</b></td></tr> </table>	Budget 2023	\$ 39,151	\$ 38,085	\$ -	<b>\$ 1,066</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th style="text-align: left;">Projected 2023</th></tr> <tr><td style="text-align: right;">\$ 42,218 (A)</td></tr> <tr><td style="text-align: right;">\$ 35,623</td></tr> <tr><td style="text-align: right;">\$ 175</td></tr> <tr><td style="text-align: right;"><b>\$ 6,770</b></td></tr> </table>	Projected 2023	\$ 42,218 (A)	\$ 35,623	\$ 175	<b>\$ 6,770</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th style="text-align: left;">Over (Under)</th></tr> <tr><td style="text-align: right;">\$ 3,067</td></tr> <tr><td style="text-align: right;">\$ (2,462)</td></tr> <tr><td style="text-align: right;">\$ 175</td></tr> <tr><td style="text-align: right;"><b>\$ 5,704</b></td></tr> </table>	Over (Under)	\$ 3,067	\$ (2,462)	\$ 175	<b>\$ 5,704</b>
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<b>5</b>	<b>Weed Control Funds (held by Pierson Township)</b> Balance \$47,536. PLM 2023 expenditures total \$39,424. SAD amount was \$217 for 220 property owners. Reconciliation & renewal in 2024.																		
<b>6</b>	<b>BWL Sewer Fund (held by Pierson Township)</b> Sewer Advisory Committee (SAC) Reps include Dan Buyze, Ron VanTimmeren, and Miles Underwood As of 10/31, \$554,898. As of 8/17, 4 CDAR's invested of \$100k each earning 4.25%. As of 11/16/23 reinvesting at 4.55%,																		
<b>7</b>	<b>2024 Budget Worksheet</b>			<b>Page 2</b>															
<b>8</b>	<b>2023 Annual Financial Review</b>			<b>Page 3</b>															