

**APPROVED MINUTES
ENCHANTED FOREST PROPERTY OWNERS ASSOCIATION**

Board of Directors Meeting
Saturday, October 15, 2022 - 10:00 am meeting at the Clubhouse

- I. Call to order
 - A. President Esson lead the Pledge of Allegiance
 - B. President Esson took roll call. Present and forming a quorum were President Tony Esson, Vice-President Chad Canda, Treasurer Glenn Fielder, Director Tom Jeffrey, and Director Laura Hart-Smith. Absent were Secretary Jim Herman, Director Fred Novak, Director Aimee Kennedy, and Director Glenn Breuhan.

- II. Approval of the Agenda
 - A. Public comment related to the agenda. None.
 - B. Approval of the Agenda: Added item F. Road Signs under new business. Moved to approve the agenda as amended, Motion Supported. Motion passed.

- III. Secretary's Report (President Esson)
 - A. Approval of minutes from July 2, 2022.
 1. Minutes from 9:00 a.m. July 2, 2022 were reviewed and amendments made. Moved to approve July 2, 2022 9:00 a.m. meeting minutes as amended. Motion supported. Motion passed.
 2. Minutes from 12:00 p.m. July 2, 2022 were reviewed and amendments made. Moved to approve July 2, 2022 12:00 p.m. meeting minutes as amended. Motion supported. Motion passed.

- IV. President's Report (President Esson)
 - A. No report.

- V. Treasurer's Report (Treasurer Fielder)
 - A. Balance is checking account \$88,569.74.
 - B. Balance on savings investment \$38,870.07.

- VI. Manager's Reports
 - A. Business Manager, Sherice Villeme
 1. Sherice shared listing of Owner's delinquent on maintenance fees.
 - B. Facilities Manager, Tom Hall
 1. Pool repairs have been completed. Out water has heavy copper and heavy magnesium which were caused etching of the plaster surface and discoloration of the plaster. Tom has purchased chemicals as recommended to remove the heavy metals.
 2. Tom provided estimates for the replacement of the Dock at Legend Park ranging from \$13,131.65 to \$14,019.28 for information.

- VII. Committee Reports
 - A. Activities
 1. Sherice reported on upcoming events including the Michigan / Michigan State Game.
 - B. Budget and Finance
 1. Budget update required for approval at December meeting.
 2. Glenn will input data into his spread sheet and distribute for committee review.
 3. Tony to provide past templates to Glenn.
 - C. Building & Grounds
 1. No report.
 - D. Bylaws, Rules & Regulations

1. Committee has complete review of rules in comparison to deeded restrictions.
 2. Need a work session to review.
- E. Deeded Restrictions
1. No report.
- F. Employee Relations
1. No issues or concerns.
- G. Military/Government Relations
1. EFPOA Board members met with military at the control tower to discuss planes flying over EFPOA. EFPOA is listed as a no-fly-over zone. We have a new public relations contact. Tom is working on an article that will be given to Sherice once completed and approved for release by the military.

VIII. Old Business

- A. Estimates for Electric at the parks
1. \$11,000.00+/- per location for Great Lakes Energy to provide a service.
 2. Need price for electrician to install a meter socket and panel at each location.
 3. No action.
- B. Estimate for new Cameras
1. Estimate of \$7,728.89 for installation of new high-resolution cameras and network recorder by Maximum Security.
 2. Moved to purchase new cameras as presented at a cost of \$7,728.89 plus 10% to allow for unforeseen costs. Motion supported. Motion passed.

IX. New Business

- A. Write-offs
1. Lot 53 in the amount of \$2,718.61 is uncollectable. Moved to write off. Motion supported. Motion passed.
 2. Lot 323 in the amount of \$1,993.48 is uncollectable. Moved to write off. Motion supported. Motion passed.
- B. Articles of Incorporation
1. New, more detailed and descriptive Articles of Incorporation have been received from our legal counsel.
 2. Review for discussion/action at next meeting.
 3. Tabled.
- C. Estimates for parking lot replacement
1. Estimates have been received ranging from \$45,750 to \$95,000.
 2. There are differences what each includes. President Esson suggested that the existing be cored to determine the underlying substrate conditions as it determines what work is required. Further, it is rumored that investigation is being done into resurfacing our roads. Timing this with that work will reduce costs.
 3. Additional budget review is necessary before taking action on this. Tabled.
- D. New Pool rules
1. Tom provided a draft of new pool rules and procedures for review.
 2. Review for discussion/action at next meeting.
 3. Tabled.
- E. Credit Cards
1. Sherice reported that we are now incurring a membership fee for accepting credit cards totaling approximately \$30 a month. She has investigated others and is finding all charge a fee. Members that use the service are paying a small fee for each transaction however, this fee is a fee to the provider offering the service. Discussion ensued regarding other possible options.
 2. Moved to keep the service the same and absorb the monthly fee for the benefit of our members. Motion supported. Motion passed.
- F. Weight Room
1. Tom has been getting questions about constructing a weight room and adding equipment.

2. The project would require an Architectural design for permitting, permits, etc.
3. Not much use of the current equipment.
4. No action.

G. Maintenance Fees

1. Sherice expressed concern with rising costs and suggested we consider eliminating the discount.
2. Budget and Finance will prepare a budget for review and approval at the December meeting. Action of the Discount will be taken at the December meeting.
3. No consideration of any increase in dues will be given until supported by a shortfall in the budget for operating expenses and/or long-term maintenance of amenities.

H. Road Signs

1. Otsego Lake Township will be enacting an ordinance to prevent truck over 26,000 pounds gross vehicle weight on our roads in an effort to reduce military vehicle use. There will be exceptions including local deliveries, and or services to the residents.

X. Public Comment

- A. None

XI. Motion to Adjourn

- A. Moved and passed.