**HORSESHOE LAKE CORPORATION Board of Trustee’s Meeting Minutes**

**Wednesday June 27 2018, at 7:00pm**

**Northfield Township Public Safety Buildings, Conf. RM 8350 Main Street, Whitmore Lake, MI 48189**

Meeting called to order at 7:12 pm by Scott Chisholm

**Roll Call** –

|  |  |
| --- | --- |
| Present | Absent |
| Scott Chisholm |  |
| Joe Bennett |  |
|  | Bruce LaRue |
| Brian Trim |  |
| Julie Kapnick |  |
| Ken Petersberger |  |
| Thomas Merrill |  |
|  | Henry Tyler |
| Mark Caples |  |
|  | Lisa Craft |
| Faith Wheeler |  |
| Susan Bolla |  |

There is a quorum.

**Public Comments:**

**Approval of Agenda –** Updated agenda to add to clerk’s report the delinquency report. The day in the heading was changed Tuesday to Wednesday. The location was changed from North end to south end. Brian Trim motioned to approve the agenda with the changes. Joe Bennet seconded. Motion carried

**Meeting minutes –** Faith Wheeler requested to have the observation made in the meeting regarding the process followed to push the date for ballot returns captured in the minutes. The next meeting date was changed to reflect the preceding motion to change the date to June 27. Faith Wheeler motioned to accept the meeting minutes with the changes approved. Brian Trim seconded. Update faith’s change date. Faith motioned with changes. Brian seconded. 7 ayes, 1 abstain. Motion carried.

**Clerk’s report/Correspondence –** Mr. Ross called the HLC phone number twice and the voice mail was not received. George Brown requested that we test the voice mail and record date and time. Green Isle landscape sent invoice. Dues delinquency report presented. Only members owing more than $500 are included in the report. The total amount due is $39,774.40 including road dues. All members delinquency amount totals $45,231.90 ,including road dues. Last year a letter was sent to each member in arrears for $500 or more and only the members selling their property paid the dues. Has a lien been placed on all delinquencies over $500? Does the $500 limit include the road dues, currently it does not. Will need to track road due delinquency from May 2018 forward, because a lien can be made on property with outstanding road dues, since the by-law change. Tom Merrill suggested offering a one-time road dues amnesty if the member pays their delinquent membership dues.

**Treasurer Report – Joe Bennett presented a p**reliminary report because June is not over, so we will not approve the June report until the next meeting. The road dues will remain a pass through for the time being. The road committee will need to meet prior to the August Annual meeting to create a budget. The committee also needs to determine as a whole what to do with the monies in the individual road funds. Tom Merrill suggested that the roads be fixed prior to returning any monies to the subdivisions. Tom Merrill motioned to delay approving the June treasurer’s report to the August meeting and pay the bills. Brian Trim seconded. 7 ayes 1 abstain. Motion carried.

**Unfinished business –**

**(a) Member Ballot Results Approval Vote –** Brian Trim motioned to validate the election committee’s report on the vote of the 3 ballot proposals as presented in the June meeting. Joe Bennett seconded. 7 ayes 2 abstain. Motion carried.

**(b) Leocadia Park Neighborhood Survey –** Leocadia’s trustees have not completed the survey, waiting on Leocadia email.Suggestion is to create multiple emails to contact each subdivision, secretary, treasurer, etc.

**(c) Replacement of all Boat Launch Keys –** Mark Caples stated 90 keys out of 160 are complete. The lock has been changed. Suggestion to improve process by adding boat key to the annual dues.

**(d) Trustee Election –** Term Expires: Joe Bennett, Lisa Craft, Thomas Merrill, Henry Tyler, Faith Wheeler. Non-binding-Are You Running? Julie Kapnick will be resigning after the first year. Shady Beach will need new trustee.

**New Business –**

1. **August Annual Meeting Agenda** – Scott Chisholm updated last year’s packet. Trustees need to review and email updates to Scott Chisholm by August 7 BOT meeting. The **Boat Launch project** approved in last year’s meeting has not been completed. The individual that was lined up to drop the limestone is no longer available.
2. **Additional Boat Key** – Mark Caples motioned to provide a boat launch key to Bruce LaRue without charge for horseshoe lake corporation business. Brian Trim seconded. Motion carried.
3. **Record Retention -** Susan Bolla suggested that HLC implement arecord retention policy. Susan Bolla will send a draft to the board for review.
4. **Beautification Project** – Brian Trim presented a document that showed the approved monies from 2017 annual meeting and proposed to upgrade to full picnic tables. Brian Trim motioned to approve $473 to upgrade to full picnic tables and add 3 swinging benches. Mark Caples seconded. Julie Kapnick was curious if there are sturdier version, because the swing at shady beach has had to be repaired. The swing in shady beach had a cracked beam, Scott Bodi contacted the store and they replaced the beam. Tom Merrill suggested using resin instead of varnish. 6 ayes 1 opposed and 1 abstain. Motion carried.

**Committee reports-** none

**Subdivision report –** Ken Petersberger again requested a speed limit and private residence sign on Glenmoor. Beachway also needs a speed limit sign going west. Lakeview ave, Highland and Horseshoe Lake rd need street signs. Shady Lane has no speed limit. Tom Merrill motioned to approve up to $600 to purchase signs and poles. Brian Trim seconded. Motion carried.

Shady Beach residents Scott and Sandi Bodi sent a letter requesting HLC officially ask for a noise study from MDOT. HLC will create a petition and have it available for signature at the annual meeting.

**Buoys at Shady Beach –** A proposal needs to be presented at the annual meeting. Julie Kapnick will research.

**Member Dues -** Faith Wheeler is concerned when the dues are delinquent**.** HLC fiscal year is October to September. The HLC lawyer stated the dues are delinquent at the end of fiscal year. In the past, it has been the following year.

**Next Meeting:** August 7, 2018 NFT Public Safety Building @ 7pm

Motion to Adjourn by Brian Trim. Seconded Julie Kapnick. Motioned carried.