

**Harper Lake Association Board Meeting  
Saturday, February 18, 2023 @ 3:00 PM  
Elk Township Hall**

Meeting was called to order by Brian Ritsema at 3:11 P.M.

Roll call of board Members: Brian Ritsema, Dawn May, Heather Davis (via Zoom), Craig Fazakerly, Steve May, Rich Walker, Katie Pendrick. Absent Ann Storberg

**A. Secretary Report:**

The minutes from December 9th, 2022, Harper Lake Association Board meeting were approved by the board. Brian made a motion to accept the minutes with a second by Rich and Heather. All were in favor.

**B. Treasurer Report:**

**Income:**

- 2023 Dues: Harper Lake Association Membership dues paid, at this time, are 66 properties. We are budgeting for 88 paying members.
- Directory Ads: Budget is \$250.

Total Income: \$4,210.00

**Member Donations:**

- Fish Stocking Member Donations: Budget is \$800. We currently have \$750 in donations.
- Harper Lake Day Donations: Budget is \$500. We currently have \$378 in donations.
- Environmental Fund Donations: Budget is \$200. We currently have \$724 in donations.

**Committee Expenses:**

- HLA Fish Committee - HLA Budget: Budget is \$1,000.
- HLA HLD Events - HLA Budget: Budget is \$1,000.

Total Committee Expenses: \$2,000.00

**Association Expenses:**

- Welcoming Committee: Budget is \$50.
- Directory: Budget is \$500.
- Website: Budget is \$170.
- Newsletter/Dues Mailings Printing & Postage: Budget is \$250.
- Annual Membership Meeting Expenses:
  - Site: Budget is \$150.
  - Copies: Budget increased to \$150.
- P.O. Box: Budget is \$48.
- Corporate Fees: Budget is \$20.
- MLAS Membership and Conference: (One Board Member) Budget is \$140.
- HLA Insurance: Budget increased to \$818.00. Actual is at \$818.00. Remaining balance is at \$0.
- Misc. Expense – Winter Potluck. Budget is \$50.

Total Association Expenses: \$2,346.00

Total Expenses: \$4,346.00

Net Income: -\$136.00 deficit, will discuss at Spring Meeting.

**Quick Books Subscription Update:** Active and online! Every member is a customer. Can view updated mailing address, contact information, dues paid. Financial status and reports are also viewable. Current subscription of \$30/month does not allow budget update. However, \$60/month subscription does. All in favor, 1 year trial with Excel for Budget program. Will revisit in 1 year.

Dawn made a motion to accept the 2023 Budget with a second by Rich. All in favor. Motion passed.

Dawn made a motion to accept the current Treasurers Report with a second by Craig. All in favor. Motion passed.

**C. Old Business:**

**1. Fish Stocking 2023 Update:** Craig and Steve report \$265.00 credit from Stony Creek from last year. Also, looking into a permit to stock wild (not hybrid) Blue Gill fish. Will need to evaluate budget. Steve made a motion to use \$265.00 credit for Perch Stocking next Spring. Second by Rich. All in favor. Motion passed.

**2. Spongy Moth 2023 Update:** Spraying is not necessary this year. Will evaluate 2023.

**3. New Dues Form Letter Update:** Turned out AMAZING! Volunteers for apparel, fish stocking and dock captains. Dawn is collecting and will have for Spring Meeting.

**4. Bank Account Paperwork Update:** Heather and Brian added to the Bank account. Connected with QuickBooks.

**5. HLA Insurance Renew:** Coverage updated for the year. Need to review other options in the future.

**6. HLA Mailbox Keys Update:** Craig is regularly checking. Heather has a key also.

#### **D. Committee Reports:**

**1. Harper Lake Day:** The event will be held on Saturday, July 1, 2023. Old Western Theme. More to come.....

**2. Fish/Waterfowl/Weed Control:** Craig attended a weed control meeting with members of surrounding lakes. PLM reports that we do not have Starry Stonewort currently. If it becomes an issue, we can revisit this. Steve is also looking into fish planting and an alternative to Hybrid Blue Gill. Discussed possibly a recycle drive for pontoon shrink wraps. \$7/bag with a 15-bag minimum. Will need to promote this before mailing through HLA website, Facebook and email list. Craig to get more information and forward it to board members.

**3. Directory:** Dawn updated the dues form with a section for updated addresses. Ads for last year's directory still need to be invoiced.

**4. Newsletter:** Going out the first week in May. Will include the newsletter, Harper Lake Day information, Apparel information, and updated Lake rules.

**5. Website:** Working with Ryan Walker to change website host due to continued spam. Karen Brower is updating website currently.

**6. Facebook:** Karen Brower is monitoring the Facebook page currently. She will add Dawn, Katie, and Heather as Admins.

**7. Harper Lake Apparel:** New designs and clothing samples provided. Follow up with O'Keefe Reef on ordering details. Make flyers for Spring mailing and display items for Spring meeting. Heather adds, Graphics in Holland is still available also.

**8. Boat Launch/Buoys/Rake:** Buoy all set for next year. Dawn and Rich have the registration for HLA (5) buoys. Information on the registration for permits to be included in the May mailing. Guideline is to have a permit for anything that is anchored in the lake. Craig is contacting Lake County Sherriff-Marine Division to speak at the next meeting in May for about 15 minutes. Craig and Brian still have the Lake Rakes.

**9. Granger Road Cleanup:** Coordinate with volunteer. Also, perhaps coordinate a Lake walk following Road clean up or another date.

**10. Welcoming Committee:** New property owners off N Aqua Dr.

**11. By-Laws:** No Changes currently.

#### **E. New Business:**

**1. Boards Obligation of Rules, Wake Boats, Buoy Placement:** Discussion to Post DNR guidelines/recommendation for Wake Boats at boat launch with picture. Craig looking into acquiring information for boat launch signage. Add recommendation to Lake rules for mailing.

**2. Spring Newsletter/Information/Inserts:** the 1<sup>st</sup> week In May.

**Inserts:** Dues form. HLD flyer, Apparel flyer and updated Lake Rules.

**Envelope stuffing:** April, no date set. Possibly Zoom.

**3. Board of Election:** 4 openings as of August 2023. Craig, Ann, Heather and Rich are up for re-election.

**4. Board Text/Email confirmations:** Brian asked the Board to commit to confirming all texts and emails sent out from the board. The board agreed to respond.

**5. December meeting Dinner for HLA board/Spouse:** Discussed reasonable and customary dinner. Food only, no alcohol. Will look at the budget and discuss at next meeting. Motion to approve was made by Dawn. Second by Katie. All in favor.

A motion was made by Dawn May via email to the board on Jan 17, 2023, to approve spending \$100 on a prize give away for the Winter Social, Feb. 18, 2023. Brian seconded. Motion was approved. This isn't something we would normally do but we weren't going to be meeting before this event.

A motion to adjourn at 4:30 PM by Steve, second by Rich. The Winter Social was held after this meeting.