

MINUTES FROM MAY 14, 2022
BOARD OF DIRECTORS' SPRING MEETING
SUNSET SHORES PROPERTY OWNERS' ASSOCIATION

PRESENT:

Conrad Rieckhoff, President
Mike Shannon, Vice-President
Tim Slomka, Treasurer
Betsy Ruley, Recording Secretary
Ron Watson, Previous President
Missy Goldberg, Chair Communications Committee
Cheryl Istvan, Chair By-Laws Committee
Kathleen Rohan, Chair Beach Committee
Brian Abele, Acting Chair Park Committee

Held at New Buffalo Township Public Library – 10:00 a.m.

Meeting called to Order by President, Conrad Rieckhoff. Roll Call and introductions of Officers and Committee Chairs. Motion to approve Minutes from 9/11/21 Membership Meeting. Seconded, voted and approved by Board.

Summary of events since September 2021. Pumpkin sale in park and 2 very successful food drives with over 2,000 items donated to Blessings in a Backpack for local kids.

Virtual Special Meeting held on 3/12/22 to approve playground equipment and a request for additional funds to cover increased costs. Mail-in and e-mail votes were taken and motion to increase funding to \$18,000 was improved.

Committee Reports:

Beach Committee, Kathleen:

West beach: After much discussion and committee meetings, we need to get a boundary survey regarding West beach as a result of the extensive revetment work. An encroachment blocking our easement exists. Unclear where easement and beach boundaries are currently. Recommend updated survey so we can approach Lot 1 owners regarding resolution.

East beach: There is a large rock blockage at Lake Drive access. Boundaries more clearly marked because of white fencing.

By creek area, steps have been washed out. John Taylor has offered to re-place them. Also, large pile of sediment. Ron is working with Drain Commission to get that moved by Memorial Day.

Ron reports there is some contention regarding Wormuth property line at East beach. Recommends current survey to advise Drain Commission where SSPOA beach is located.

Multiple survey bids have been secured: Low bid was \$2,200, but with some incorrect information. High bid was \$9,000, but we learned some good information. Important to have survey done at this point in time as to what was blocking easement and who put it there.

Extensive discussion from membership regarding previous surveys. City surveys? Only every 3 years and only include City property.

Permits for revetments pulled by Committee. Lot 1 did not mark box indicating there was an easement when, in fact, there is.

Discussion about how to mark the surveyed boundaries. Committee recommends checking with surveyors. Perhaps drone shot.

Motion was made and seconded to approve survey of West beach.

Following Ron's recommendation for East beach survey, a motion was made to cancel first motion and moving for surveys of both beaches. Bart Goldberg reports he received a survey quote for both beaches from Wightman for \$5,700, including a drone capture.

Ron recommends a certified letter to the Drain Commission regarding our desire for survey.

Motion made and seconded to approve surveys for West and East beaches by Wightman, to be capped at \$6,000. Vote: 20 yays, 0 nays. Motion carries.

Beach Committee is asking for updated signage and language. New signs were previously approved. Clarification made with regard to verbiage suggested "Be respectful of neighbors' property."

****Ron comments on new Board and Committee Chairs. Good work.**

Park Committee, Brian:

Park equipment was delivered Monday, ahead of schedule and under budget. Special thanks to John Taylor for volunteering to install, with community assistance. Will need volunteers to assemble equipment and spread mulch. We are working on John's schedule, so it may be on short notice. Swing set is being moved for safety reasons. Picture of selected equipment passed around.

Discussion by membership regarding mulch and safety standards. Playground standard wood chips and design consistent with U.S. Safety Commission guidelines.

Question about possibility of going over budget. Response: it's possible, but we are trying to stay as close to \$18,000 as possible. Under the By-laws, could go over by \$3,500, without membership approval. Currently, we are \$400 under budget. We will be responsible in spending.

Signage for park: Conrad: Our attorney recommended signage indicating the property is private and belongs to SSPOA. Not required but helps show we are providing diligence in marking and warning.

By-Laws Committee, Cheryl:

By-Laws approved 9/11/2021 stipulate annual review of our By-Laws. Currently working on any changes. One change needs to be voted on today, so it will be in effect at the fall meeting.

Current By-Laws require paper ballots for officer elections for privacy. Our committee proposes inserting the following language after "The vote will be conducted by written ballot, **unless a position is uncontested, in which case the vote for that position will be conducted by a simple raise of hands.**"

Motion made and seconded to approve amendment of the By-Laws as read. Voted 27 hands raised, none opposed. Motion passed.

Communications, Missy:

On Facebook page, we have about 70 people with e-mails.

Extensive discussion among membership about e-mails and how to expand e-mail base. Phone canvasses? Dues paying may correlate with e-mails. Many members are not paying dues.

Treasurer's Report, Tim:

I sent out 104 e-mails with invoices, plus 74 via USPS which included request for e-mail. A lot are not paying. Received 56 payments this year. There has been a lot of turnover in the community.

Member recommendations for invoices to include information of what the dues are used for and thank you to those who have paid, without identification.

I have set up an account on PayPal. It is from sunsetshoretreasury@gmail.com.

Trying to switch fiscal year from April 1-March 31 to January 1-December 31. This will simplify accounting and reporting with the IRS.

Motion made to change fiscal year to January 1-December 31, with understanding this has to go through IRS before we can make the change. Motion seconded. To be voted into the By-Laws in September. Vote: Motion passed by majority of hands

Extensive discussion among Board and members regarding how to increase paid memberships. Ron suggested the need for a Membership Committee. Cannot let membership drop.

Current checking account balance is \$22,000. Another payment for park is \$7,000. Projected income for current year is \$13,250. What we just voted for surveys will be outstanding. Will provide a Treasurer's Report at Spring and Fall meetings. No requirement regarding carrying over balances for IRS until we get over \$50,000.

Mike, Vice-President:

We will work to reach out to new members.

Discussion about signs in park as reminders to pay dues, or door hangers. Facebook and website. Sign in park: Paid for by SSPOA.

New Business, Conrad, President

Recommendations regarding Stop signs and street markings. City is reviewing new markings, etc. Need additional police patrolling on stop signs and speeding. Suggestion for yellow signs with "Children at Play"

Nominating Committee:

Bart recommended by Conrad to manage the Nominating Committee and the Fall election. Agreed, but need help.

Additional discussion:

Bart is reviewing "dedicated walkway" from Shore Drive to East beach. Bart's initial review: it appears the 10 ft. path was cut out following Wormuth lawsuit. It would now be owned by all of the Sunset Shores property owners. Probably not necessary to add to your current deed. Need to confirm ownership so that when your property is sold, it can be added to the deed you are conveying to the new owner. Taxes and liability could be issues. Bart will report back after talking with the title companies.

Ideas for community events? Park community build. Rummage sale. BBQ.

Conrad: Motion to adjourn meeting. Seconded. Meeting adjourned.