

**Minutes of the 93th Annual Meeting**  
**of the**  
**Pinewoods Association**  
**Old Stage Road, Higgins Lake**  
**Roscommon, MI**  
**July 28, 2012**

**Call to Order and Instructions**

The 93rd meeting of the Pinewoods Association was called at 10:00 AM. President Erik Geupel welcomed everyone in attendance. Treasurer Phil Will and Secretary Lauris Wade in attendance.

**Remembrances**

Erik asked for a moment of silence to remember Bill Cline who passed away during the last year:

Erik noted the marriage of Bryn Will to Dima Fakeev.

The following births were recognized:

Vera Ellen Fakeeva	to Bryn and Dima
Miles Martyn Wilson	to Brad and Diana
Roxanna Davoodian	to Stephanie (Wilson) and Koorosh
Lucia Brogan Fink	to Andy and Kelly
Charlotte Patricia Harrington	to Lily (Fink) and John
Clara Sofia Baumgartel	to Jeremiah and Sara
Zoe Lynn Jones	Kathy's Piehl's great-granddaughter

**Proof and Notice to Hold Meeting**

Secretary Lauris Wade mailed the Notice to Hold Meeting and Proxy Forms to all shareholders of the Association in May 2012. Treasurer Erik Geupel posted financial statements and Minutes of the 2011 Annual Meeting to the Internet. All materials necessary for the meeting were printed and made available to the membership on entry to the Hall.

**Roll Call Results**

Of the 436 Pinewoods Association Shares outstanding, 303 (69.5%) were present for the Annual Meeting, either in person or by proxy. This establishes a quorum. The Secretary notes the Share Participation Rate compares favorably to prior rates of 77% in 2011, 67% in 2010, and 68% in 2009.

**Review of 2011 Minutes:** Erik called for corrections. No corrections were needed. Jane Hoey made motion to approve with Trevor Wade seconding. All present were in favor.

**New Members:** John Harrington and Kelly Brogan Fink were placed in nomination as new members of Pinewoods Association. All present were in favor.

### **Treasurers Report**

Phil Will gave the Treasurers Report for 2012.

The Operating Report and Balance Sheet formats remain much easier to read and manage. The fiscal year remains January 1 to December 31. This allows the operating statement to align with the budget. To simplify bookkeeping and funds management, the Dining Hall Fund and the General Fund have been consolidated in one account.

Phil Will reported that the financial position of Pinewoods Association was much improved between the end of 2010 and the end of 2011 and that improvement continues at the time of this Meeting.

In rounded numbers, the total cash balance for the Association has increased by \$13,384 over the past year, from \$29,974 to \$43,358. All but \$311 of this was in the General Fund.

Accounts Receivable dropped from \$18,770 in 2010 to \$9669 in 2011. This is a substantial improvement of \$9101.

Net operating income for 2011 was \$5377. This was \$10853 in 2010.

The Memorial Fund Balance stands at \$5123.

Examination of the Operating Statement shows net Dining Hall Income was \$2671, a drop from \$6856 in 2010. General Camp Operations Net Income was \$2359 vs. \$4191 in 2010.

The Dining Hall billed 10,198 meals in 2011. That compares to 10,194 meals billed in 2010.

As of June 2012, Pinewoods Association is running very close to budget (currently \$1305 under budget). Our operating cash has dropped by \$3929 but this is expected at this busy time of year.

The Memorial Fund has received \$2751 designated for the Library Project. The Library Project is estimated to cost \$3500 when completed. The Memorial Fund Balance stands at \$7874 having spent \$1963 on the Library Project to date

Please note that the first three weeks of Summer 2012 were billed at 2011 Dining Hall Rates. This resulted in a net loss of \$812. Robin received notification of 2012 rate changes by spreadsheet. The Board is working on improving notification mechanisms for Summer 2013.

## **Committee Reports:**

Nominating Committee: Speaking on behalf of the Nominating Committee, Sharkey Fink announced that Louisa Lawrence was the 2012 nominee to join the Pinewoods Board. A request for additional nominees from the floor was made. There was no response. Sharkey Fink then moved that the nominee be approved by acclamation and that the Pinewoods Association Slate of Officers be as follows:

Lauris Wade	President
-------------	-----------

Philip Will	Treasurer
-------------	-----------

Louisa Lawrence	Secretary
-----------------	-----------

John Fink seconded the motion. Louisa Lawrence was elected by unanimous acclamation and the new Slate of Officer will assume their duties at the conclusion of this meeting.

Memorial Fund: Anne Sloan spoke on behalf of the Memorial Fund Committee. The Memorial Committee has undertaken a project to create a library in the Managers Office at the Dining Hall. This has been funded in large part by gifts from the Cochran and Wattenbarger Family. The Library is intended to honor Lee Cochran who loved reading. The Library is intended to open in Summer 2013. Anne also took a moment to note that 2013 will be Kathy Piehl's 25<sup>th</sup> summer serving Pinewoods and asks the Association for any proposal to honor said Anniversary.

Dining Hall Committee: Bitsy and Kate Eubanks reported on behalf of the Committee. To date, 5278 meals have been served and this is on par with averages dating back to 2007. The Committee emphasized the need to call or email Kathy Piehl with family plans to attend the Dining Hall. This helps Kathy proactively manage Dining Hall Expenses.

Kathy introduced this year's staff to a standing ovation. A special recognition of the four generations of Piehl's in attendance was made.

Buildings and Grounds: Duncan Lawrence, Chris Robinson, and John Fink provided the report. Duncan Lawrence is the new Chairman.

The annual Pinewoods Camp tour with Ed Babcock has been completed. Ongoing maintenance was reviewed, completed projects were assessed, and new projects were identified. Financial expense has been kept to minimum. What is done is prioritized and controlled by the availability of funds. Much of the task is preventive. The Kitchen Floor under the Icemaker has been repaired. The exhaust fan has been repaired. The septic drain line has been replaced at the Dining Hall. Tree removal following the late March snowstorm was been completed. The Library Project is ongoing.

Duncan Lawrence went on to describe a six-hour power outage in early Summer 2012. Nearly \$400 in food losses was suffered. The Committee expressed its interest in starting a project to install a Generator at the Dining Hall. This would allow the Dining Hall to avoid food spoilage. It would also preserve near \$1500-2000 per day in Dining Hall Income. Water would be available to cottages without generators as well as bathroom facilities.

Comment was invited from those in attendance. Kathy Lawrence voiced an opinion that a Generator would preserve the “magic of the Dining Hall experience in face of adversity,” particularly when summer vacations are short. Hugh Lawrence noted that one never knows how long electricity could be out while John Wade recalled the Dining Hall being closed for three days after the Big Storm of 1995. It was further noted that underground wiring does not protect Pinewoods from outages caused at far distance from Camp.

The Committee proposes installation of a 25kW Instant-On Generator that would cover about 60% of electricity needs during an outage. The proposed budget is \$11,500. This could be handled by Levy Assessment or by the General Fund, which holds about \$38,000 at present. The Committee requested allocation of \$20,000 to fund deferred projects and the Generator. It was proposed that the Board be granted authority to levy up to half the cost of the Generator Project.

A question was posed regarding the ongoing costs of the Generator to include testing, operating cost, service, and hookup to the current Propane Tank. These questions were answered satisfactorily.

A motion was made by Liz Wade to authorize said Capitol expenditures and to authorize the Board to levy a \$6000 Assessment for the Generator Project on a Per Cottage or Per Share basis at Board Discretion. Beth Schultz seconded the motion. The motion passed without opposition.

Higgins Lake Foundation, HLPOA, and HLPAC: Harmon Foster reported that HLPAC has been very effective in electing officials supportive of Higgins Lake issues. Recent Road end legislation has been favorable to Riparians. There is ongoing focus on Eurasian Water Milfoil control measures including suction harvesting. A \$250,000 pilot study is ongoing at Higgins Lake to study Swimmers Itch.

The Muskegon River Watershed Study is ongoing. Study will focus on the issue of removal of the Cut Dam and lowering Winter Water Levels. We await completion of the study. Nick Dewey rose to express his view that local organizations should remain hostile to any plan to remove the Cut River Dam. He also expressed a need to be vigilant regarding entities wanting higher water flows in the Muskegon River such as power utilities.

John Wade rose to describe the proceedings at this week’s HLPOA meeting. There is an ongoing focus on invasive species such as Milfoil and Zebra Mussel. The State Legislature has recently approved \$7 million in expenditures to address these issues.

Higgins Lake Foundation Awareness Day is scheduled for August 4<sup>th</sup>. Tickets are on sale. So far renters have bought more tickets than cottage owners. Yes that is a challenge.

Community Foundation: Kathy Lawrence thanked membership for their support of the fundraising efforts of the Foundation. The Foundation continues to grow and is recognized throughout the County for its role in facilitating and funding important projects.

Fire and Safety: Jean Lawrence thanked Sharkey Fink for the added safety of underground wiring. The 15-inch March Snowstorm caused widespread power outages and several fires. 13 truckloads of debris were removed from Pinewoods alone. Jean reported that leaves and debris have been cleared from road edges to reduce fire risk. A new policy of stopping workers from smoking near cottages has been instituted. Jean asked cottage owners to remove wires from under carpets and to check fire extinguishers. She also informed cottage owners that the local Fire Department will be training in August and asked owners to check driveway turnarounds. She also noted that our water tanks were recently used for two fires in Cottage Grove and is looking into grant money that could be available for a new tank.

Communication: No presentation was made. Stephanie Fitzgerald has agreed to edit Pinewords for another year. Sharky Fink will be working with Burr Loomis on Directory and Addresses. Liz Wade continues to maintain the most comprehensive email list available.

Trails: Frank Bennett reports a fallen tree at the Artemis statue. This will be removed. In the meantime, a detour has been cleared. A tree at the firebreak has been removed. Otherwise trails are clear. Special thanks to Howie Schultz and Hugh Lawrence for their efforts clearing trails after the March Storm.

#### New Business:

Membership was asked to vote on the proposed Bylaw Amendment. The amendment would allow the Annual Notice of Meeting, Proxy Documents, and other communications critical to the operation of Pinewoods Association to be sent by email. Article V, Section 3 would change as follows with the change noted in bold lettering:

“Notice of the time and place of the annual meeting shall be given by the Secretary of the Corporation personally, in writing or by mailing the same to each stockholder, addressed to the stockholder at his or her place of residence **or to their email address** as shown on the books of the company, at least thirty (30) days prior to the date established for such meeting.”

Erik Geupel read the motion. Kathy Lawrence made a motion to adopt the change as read. Frank Bennett seconded the motion. The motion passed without opposition.

#### **President's Report.**

Erik Geupel thanked Sharky Fink for all the financial initiatives she made to clear a path to Pinewoods becoming financially solvent. Erik stated that the goal of his year as President was to

have a “consciously passive term” to let the “needed changes initiated by my predecessor take hold.” This has allowed a focus on developing a strong financial structure, and will allow Pinewoods to prosper moving forward. Erik thanked his fellow board members for improvements in financial accounting and reporting. He thanked the membership for paying bills promptly and improving cash flow. He thanked Kathy Piehl and Ed Babcock for their roles in helping run Pinewoods smoothly. Erik then challenged the membership to consider service to Pinewoods by joining a committee.

### **Ratification of Past Actions**

Kate Eubanks then moved that the membership ratify “all actions taken, contracts entered into, and other matters performed during the past year by members of the Board, either individually or collectively, in the performance of duties on behalf of the Corporation”. Duncan Lawrence seconded the motion. The motion was approved unanimously.

The Meeting was adjourned at 11:30.

Respectfully submitted,

John Lauris Wade MD

Secretary of the Pinewoods Association Board of Directors