

Charlevoix Country Club Association
Annual Meeting
July 15, 2023

Co-Owners in Attendance

Curt Brock (Lot 23), Cheri Hoffman (Lots 61, 62), Pat Donnelly (Lot 7), Eric Eide (Lot 22), Larry Foss (Lot 45), Steve Hall (Lot 44), Mike Heneka (Lot 31), JB and Cathy Hoyt (Lot 10), Vincent Mastervito (Lot 51), Tom and Cathy Moody (Lot 33), Loren Musilek (Lots 26,27), Gerald and Marilyn Paga (Lot 32), Phil Pratt (Lot 4), Claudio Urritia-Silva and Cecilia Bustos-Barrios (Lot 71), Sandra Ward (48)

Proxies Received

Tom and Pam Barnes (Lot 30) – M. Paga
Chris and Christine Benson (Lot 69) – P. Pratt
Chuck Center (Lot 28) – C. Hoffman
Jeff Drury (Lots 6, 13, 21, 46) – C. Hoffman
Tom and Ann Hanna (Lots 56, 57) – L. Urritia-Silva
David Linne and Kelly Ward (Lot 70) – S. Ward
Ed Sidlow and Beth Henschen (Lot 11) – J.B. Hoyt

President Jerry Paga called the meeting to order at 10:04 a.m. and reviewed the meeting agenda. A quorum to conduct the meeting was determined between homeowners and proxies received.

2022 Annual Meeting Minutes

2022 Meeting minutes were approved by the Board with no changes.

Treasurer's Report (Cheri Hoffman)

- 2023/2024FY Budget
 - The 2023/2024FY Budget is available for view on the CCC website. Dues will remain the same as last year (\$450 paid 2x per year for improved lots, \$225 paid 2x per year for unimproved lots). Road reserve will remain at \$100 paid 2x per year and Grounds reserve is \$50 paid 2x per year.

Committee Reports

- Grounds Committee Update (JB Hoyt, Tom Moody)
 - Grounds work that has been completed over the last year includes:
JB Hoyt update:
 - Flower beds at the front/rear entries and at the stop sign on Country Club Dr. continue to be redone. In an effort to better manage the annual costs for planting and maintenance, we have focused on using perennials instead of annuals. Several co-owners have been very actively involved in making these changes and watering new materials. The Grounds Committee and the Board of Directors would like to thank Steve and Marsha Hall for their continued work to improve and maintain these areas.
 - The biggest variable to the Grounds committee budget is snow removal. Last winter we had a lighter snowfall than usual. That, along with closer monitoring and management of snow plowing in our association allowed us to come in under budget in this area.

Tom Moody update:

- Two current areas of attention include:
 - We are getting quotes to replace the flat rocks that border the entry beds with larger boulders. This work will not be completed until next year.

- We are working with our current contractor to better manage grounds expenditures by getting an annual proposal for maintenance of our roads and entries vs the current time/materials billing. Any outside scope work would be billed at a committed time/materials rate.
- Roads –
Currently, our roads are considered to be in good shape and not yet in need of major repair. The shoulders were filled/repared last fall and appear to be in good shape at this time. The last quote for resurfacing our roads was received 1 ½ years ago and we know costs have increased since then. Tom has requested an update on this quote to assess how much money the association would need today to update the roads. With an updated quote, the Board will be better able to project if the road reserve will have adequate funding at the current dues rate. If the quote comes back significantly higher than the prior one, this may result in an interim road reserve increase to homeowners.
- Signs –
All signs have been updated/replaced with new aluminum reflective signs and vinyl post sleeves. The Board of Directors would like to thank Tom and Cathy Moody for their hard work in both ordering the new signs but also installing them.

A homeowner has observed snowmobilers speeding in our association during the winter months. To avoid this, when speedbumps are pulled in late fall, the speedbump signs at our front and rear entry will be replaced with signage advising that snowmobiles are not allowed on our roads.

- Architectural Review Committee
 - There was no Architectural Review Committee update at the meeting.
 - Beth Weaver has resigned from the committee resulting in an open position, so if any homeowner would like to join please advise Jean Musilek.
 - A question was raised regarding the use of metal roofs in our association. Current bylaws do not allow metal roofs, however the Architectural Control Committee is looking at this issue and should be able to provide direction shortly.

Old Business

There was no old business to be reviewed.

New Business

- Annual Audit (Cheri Hoffman):
 - Consistent with prior years, Cheri indicated that the CPA reviews our documents/books when our taxes are filed each year.
 - A motion was made by Cheri Hoffman to waive the annual audit and seconded by Pat Donnelly. All were in favor, with no one opposed.
- The Charlevoix Country Club website is up and running. Association documents can be found there, along with other information relevant to homeowners. This website can be accessed at www.CCCHomeowners.com. Much of this website is fully accessible outside our association. However, the “Budget” and “Contacts” sections are secured by a password. Please do not share the password outside our association.
- The new bylaws that were voted on last year are approved and available on our website.
 - Bylaws changes:
 - Committees must be reinstated by the Board every year based on need. A motion was made by Vincent Mastervito to reinstate the Grounds Committee for the next year. Pat Donnelly seconded the motion. All were in favor, with no one opposed.

- Procedures for electing Directors were revised. All Board positions are now for a period of 3 years only. 2 Board of Directors seats became vacant, those of Cheri Hoffman and Curtis Brock who were the longest serving Board members. Both directors expressed an interest and ran for the newly open positions. After voting was completed, both have retained their seats on the Board of Directors.
- New Architectural Control guidelines were not approved in voting last year, so prior guidelines continue to be the ones we use. A question was asked whether our bylaws require new construction to be completed within a dictated period of time. Under our current(prior) bylaws there is no specific timeline for completion of new construction.

The annual meeting agenda was adjourned at 10:50 am.

Following the annual meeting, a Charlevoix Sheriff's Deputy (Cody Wheat) was invited to address homeowners on several topics that are ongoing concerns in our association. Cody addressed issues of speeding, snowmobiles and then gave an update on Charlevoix County's Drug Team and methods they are using to keep drugs out of our community.

Following the annual Association meeting, the Board of Directors met and voted retain the current officers for the following year:

- President: Jerry Paga
- Vice President: Vincent Mastervito
- Secretary: Mike Heneka
- Treasurer: Cheri Hoffman

Cheri Hoffman made a motion to continue to current officers, which was seconded by Vincent Mastervito. All Board members were in favor.

Board of Directors voting was concluded at 11:25 am. and meeting was adjourned.