

Charlevoix Country Club Association
Annual Meeting
July 13, 2022

Co-Owners in Attendance

Dean and Lisa Ackerman (Lot 55), Brett Binkley (Lot 34), Chris and Christine Benson (Lot 69), Claudio Urritia-Silva and Cecilia Bustos-Berrios (Lot 71), Curt and Judy Brock (Lot 24), Patrick Donnelly (Lot 7), Larry and Connie Foss (Lot 45), Marsha Hall (Lot 44), Mike and Judy Heneka (Lot 31), John Herzog (Lot 18), Cheri Hoffman (Lots 61,62), Vincent Mastervito (Lot 51), Tom and Cathy Moody (Lot 33), Jerry and Marilyn Paga (Lot 32), Phil Pratt (Lot 4), Glen Wachler (Lot 17), Sandy Ward (Lot 48)

Proxies Received

Tom and Pam Barnes (Lot 30) – for M. Paga
John and Marjorie List (Lots 20,35,36,37,38,39) – for J. Paga
J.B. and Cathy Hoyt (Lot 10) – for C. Hoffman
Tom and Ann Hanna (Lots 56,57) – for C. Benson

Acting President Jerry Paga called the meeting to order at 9:00 a.m. and reviewed the meeting agenda. A quorum to conduct the meeting was determined between homeowners and proxies received.

2021 Annual Meeting Minutes

2021 Meeting minutes were approved with one exception, the date shown on minutes was incorrect. The meeting was conducted on July 18, 2021(not 2020). This change will be made for the record. A motion to approve the 2021 Annual meeting minutes (with the date correction) was made by Phil Pratt and seconded by Cheri Hoffman, no one was opposed.

Treasurer's Report (Cheri Hoffman)

- 2021/2022FY Budget
 - Several cost anomalies for 2021/2022
 - Ingress/egress had to be paid 2 times as it was not billed for prior year
 - Snow removal and sanding costs were very high last winter
- 2022/2023FY Budget
 - Changes to be made over prior year budget:
 - Common element reserve of \$50/lot was added to replace and improve signage, update landscaping. This will be administered through the new Grounds Committee.
 - Website cost is expected to be approx. \$1000 for development, and approx. \$200 per year in subsequent years.
 - There will be about \$5000 left over(unallocated) in the 2022/2023 FY budget to help offset unanticipated or inflationary impacts.

Committee Reports

- Grounds Committee Update (Tom Moody, Vincent Mastervito)
 - Grounds committee will oversee signage, snow removal and common grounds landscaping
 - Immediate priorities include the following:
 - Speedbumps –
All speedbumps have been installed with the exception of North Country Club Dr. Additional anchors have been ordered and that speedbump will be installed within the

next couple of weeks when hardware is received. Extra inventory will be maintained to allow for breakage, etc. going forward.

- Roads –
An update was provided on the overall status of our roads. Multiple contractors have had an opportunity to look over our roads and provide input or a quote for improvement. This included both sealcoating as well as replacement. All contractors felt that our roads are in very good shape and do not recommend doing anything to the actual roads at this time with the exception of crack fill and side road repair. Costs are very high and it would use up most, if not all, of the current funds in the road reserve if road seal coating would be done at this time.

The Grounds Committee continues to assess replacing/repairing the sides of roads that are eroded or collapsed (primarily around curves). They are currently getting quotes from contractors for improvements to these areas.

- Signs –
Grounds committee have received two quotes for replacing current signage with reflective aluminum signs. Vinyl “sleeves” will also be installed over sign posts so they will not deteriorate as quickly.
- The Grounds Committee approved an upgrade on the Country Club Dr. island by Country Club Ct. It was recently relandscaped by several of the homeowners which included clearing tree roots to ensure new bushes and perennials would be viable. Both the Grounds Committee and the Board of Directors would like to thank these homeowners for the hard work it entailed.

- Architectural Review Board

- After homeowner votes were tallied, the revised bylaws for architectural control did not pass. Therefore, the association will be working under the original bylaws in this area.
- Jerry Paga will work with the Architectural Review Board to develop an updated list of acceptable materials for use in our association. The updated list will be put on the new website so it’s readily available to all current members.
- Current members of this committee include the following individuals: John List, Kevin Dietrich, Tina Crook, Eric Eide and Beth Weaver.

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 Pat Donnelly to waive the annual audit and seconded by Phil Pratt, with no one opposed.
 - A question was raised as to whether Bob Hoffman is retiring. Jean Musilek will verify which CPA will be doing our taxes and reviewing the books going forward.
- Master Deed (Cheri Hoffman):
 - The updated bylaws have been voted on by homeowners. With the new bylaws, Dietrich’s have been granted voting rights in our association.
 - Revised bylaws voting results by homeowners are as follows:
 1. Procedure for electing directors going forward was APPROVED.
 2. No short-term rentals (less than 30 days) was APPROVED for our association.

- 3. Architectural Control was NOT APPROVED. We will continue using the original bylaws for this section.
 - The revised bylaws, as approved by the homeowners, were then sent out to mortgage holders for approval. They must respond by 9/16/22. In order for revised bylaws to pass, 66 2/3 approval by this group is required. In this case, for any mortgage holders who don't respond, bylaws are automatically considered as approved by them.
- Website (Cheri Hoffman):
 - The attorney who reviewed our revised bylaws recommended that a website be developed to house all relevant association documents (ie, bylaws, calendar of events, etc.). This website will be private (available to our association members only). It's currently in development with expected completion by August 10th.

Open Questions and Comments

- What is the current status of Eagles' Nest?
There does not appear to be anything to report on this.
- Is Trustream going to be installing cable in our neighborhood?
Mike Heneka will followup with Trustream to determine status and what is required by us to have them in our neighborhood. Jean Musilek will send out a note to homeowners advising them what is required from homeowners in order to sign up.
- Is there an ordinance or rule for hours during which home construction is allowed?
There is no CCC association or Charlevoix Township ordinance on this.
- What is Country Club responsibility vs. our association for maintenance of fences, cutting down trees, at entry of our association on Country Club Dr.
The Grounds Committee recently met with Grounds Keeper for golf course to better understand where our responsibility lies within this area. Jake has received an okay from owners to repair/replace the broken fencing. Tom Moody is working with Carl to determine who will remove the dead trees in this area.
- New homeowners (Lot 45) Larry and Connie Foss were introduced.

Board Vote:

- In accordance with new bylaws, homeowners were asked in advance to express interest in running for the open board seat. No nominations were received, so attending members were asked to nominate a candidate or self-nominate for the open Board position. Vincent Mastervito volunteered and was accepted. A motion to approve the Board was made by Marilyn Paga and seconded by Judy Heneka. All voted in favor of the Board with one exception.

A motion was made by Pat Donnelly to conclude the meeting and was seconded by Judy Heneka. All voted in favor of adjourning.

Post meeting, the Board of Directors voted in the following officers for the following year:

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