

**Board of Directors Meeting  
Charlevoix Country Club Association  
January 6, 2022  
Meeting Minutes**

Attendees

Board of Directors: Terry Lunn  
Jerry Paga  
Mike Heneka (phone)  
Cheri Hoffman  
Eric Eide  
Curt Brock  
Phil Pratt (phone)

Other Attendees: John Cotanch  
Jeanne Cotanch  
Marsha Hall  
JB Hoyt  
Marilyn Paga

Meeting began at 9:05 a.m. President Terry Lunn called meeting to order and reviewed planned agenda, including both new and old business.

Summary includes the following:

- Bylaws Update/Revisions: Cheri Hoffman
  - Cheri reviewed the work that Bylaws committee has been doing. The bylaws update was a followup to the last CCC Association annual meeting (July, 2021) at the request of the Board of Directors. Bylaws have not been updated since originally developed in 1991 and some sections were out of date.
  - Team focused on 3 key areas: Transparency and Communications, Short Term Rentals and Architectural Control
    - Transparency: Board has taken additional steps to increase transparency and communications with homeowners.
    - Short Term Rentals: Process and rules were defined to manage short term rentals within our association.
    - Architectural Review Committee: Proposal was developed to restructure committee functions, clarification provided on process and timeline for managing requests.
  - Additionally, current bylaws do not include electronic communications to homeowners.
  - Next steps:
    - Bylaws committee will review proposed changes in an open forum (1/20/22) which is available to all Co-Owners for attendance/input.
    - Bylaws changes require 66 2/3% approval to pass.



- Discussion regarding current road reserve status and the current status of Association roads. BOD determined that Association should get estimates to find out current cost of replacing Association roads and adequacy of road reserve to fund improvement.
- Followup/Action:
  - Jean Musilek to get 3 quotes for seal coating, as well as resurfacing of roads.
  - Jean Musilek to explore other options to current trash service (ie, smaller trucks or new service provider)

Next BOD Meeting will be held on April 7, 2022. A Special BOD Meeting may be called prior to April to review Conformed Bylaws as necessary.