

Sleepy Oak Campground Association
831 S. Main St.
Au Gres, MI 48703

Unapproved Minutes of the Board of Directors Meeting
August 10, 2024

Purpose: Planning and Procedures

The meeting was called to order by President Tom Bjerke, at 9:06am

Members Present: Tom Bjerke, Sheree Shrot, Steve Shutich, Cindy Ayotte, and Linda Ward
Quorum established

It was moved by Sheree and seconded by Cindy to approve the agenda as amended of
Motion Carried

It was moved by Steve and seconded by Cindy to approve the June 8, 2024, minutes.
Motion Carried

Unfinished Business:

A. Dredging Report: The initial permit was submitted but was returned for some changes. After the second submission, the State stated that a "Sieve Test" must be completed. If the sieve test does not meet the requirements, a contaminant test must be completed. Tom Taylor and Steve Shutich will make the arrangements for the sieve test.

B. Late Payments: Once the financials are up to date, the "Fine Schedule" will be implemented. Tom Bjerke let the co-owners know that the Board approved the "Fine Schedule" at the Spring Meeting. The Fine Schedule, which mirrors and complies with the By-Laws, will be put on the Sleepy Oaks Website.

C. Co-Owners in arrears: Cindy discussed the owners that are in arrears. Dues should be paid through July 15, 2024, with the fourth quarter payment due on October 15, 2024. Cindy will compile an updated list for the Board. Co-owners in arrears will not be eligible to vote in the upcoming election.

D. It was moved by Tom and seconded by Steve to accept the "Occupancy Agreement" in lieu of a lease agreement for renting at Sleepy Oaks.
Motion Carried

New Business:

A. It was moved by Sheree and seconded by Steve to accept the resignation of Linda Kuhn (Bookkeeper).
Motion Carried

B. It was moved by Sheree and seconded by Steve to approve the hiring of CBI Accounting Service and give them the authority to work with Horizon Bank on behalf of Sleepy Oaks Campground Association.

Motion Carried

Discussion: The accountant will work directly with the Treasurer and President of Sleepy Oaks. If co-owners have any questions they should contact the Treasurer, not the accountant.

C. It was moved by Cindy and seconded by Sheree to discuss the contracts for individuals performing services at Sleepy Oaks Campground Association.

Motion Carried

Discussion: Tom will create contracts for the following Services:

1. Park Maintenance Manager
2. Pool Maintenance
3. Ground Maintenance
4. Park Custodial Services

The contracts will be in place by December 2024

D. It was moved by Sheree and seconded by Steve to discuss legal recommendations per the lawyer.

Motion Carried

Discussion: A park lawyer was obtained to clear up accusations and to ensure that the By-laws are being followed. The President of Sleepy Oaks will serve as the contact person to the lawyer.

Issues and concerns

E. Fall Meeting will be held, per the By-Laws and legal advice, on September 28, 2024.

1. Ballots will be mailed to every co-owner. A return envelope will be included for the return of the ballot. Ballots will be counted at the meeting per Roberts Rules of Order.

b. Meeting notice/proxies will be mailed to every co-owner. The proxy will be used for establishing a quorum, not for voting purposes. The proxies must be signed and dated by the unit owner and be given to the Secretary before the start of the meeting.

c. An agenda will be mailed with the meeting notice.

F. News from the Board of Directors will be posted on the website.

G. Release of Liability form for a certain donation will be created by Steve and Linda

It was moved by Sheree and seconded by Steve to adjourn the meeting.

Meeting was adjourned at 11:12am

Respectfully Submitted by Linda Ward, Secretary

