

PLA Monthly Regular

Board of Directors Meeting June 6, 2018

6/6/18
6:00 PM
Farr
Center

OUR MISSION: *The Portage Lake Association is a group of volunteers who are dedicated to making the Portage Lake Area a great place in which to live, play and stay.*

Officers:

Julie Lapinski- President
Vacant -Vice President
Evie McNeil - Treasurer
Mary Jo McElroy- Secretary
Al Taylor – Past President

Board of Directors

Nikki Torrey, Al Garbrecht
Frank English, Jean Capper
Kevin Wolverton, Jon Phillips
John Wemlinger, Wendell Brooks
Vicki Strevey, Shelli Johnson

Committee Heads

Jon Phillips, Tammy Messner
Marilyn Acker, Jeff Sternberger
Susan Halloran, Mary Reed
Steve Szilvagy, Bruce Peabody
Paul Mueller, Faye Backie,
Roz Jaffe, Pat Pomaranski
Margaret PUNCHES, Mary Fairgrieve
Al Taylor, Diane Bess
Frank English, Susan Barnard
Jean Capper

Minutes

Order of Business	Person Responsible	Report / Discussion	Action Plan
Call to Order	Lapinski	Lapinski called the meeting to order at 6 PM. Attendees: Lapinski, McElroy, Taylor, Wemlinger, Halloran, Brooks, McNeil, Backie, Szilvagy, Phillips, Garbrecht, Wolverton, Johnson.	
Consent Calendar	Lapinski	Lapinski reported the results of an electronic vote (by email) following the May 2, 2018 meeting: 1) minutes from the April 11, 2018 meeting were approved; 2) donation to shakedown fishing tournament was approved (refer to later agenda item). Both items were unanimously approved. Lapinski then presented the consent calendar for tonight’s meeting and asked for discussion or comments; there was none; Taylor moved to approve the consent calendar. It was seconded by Brooks, then approved by 100% of those present.	McElroy to get April 11, 2018 and May 2, 2018 minutes posted at Onekama.info
Budget adjustment	Taylor	Taylor asked for an increase in the budget for use of the Village Park for concerts this year. The cost per usage is \$50 with \$25 refunded when grounds are left clean and orderly. Wemlinger moved to increase the budget by \$400 (from contingency funds); it was seconded by Wolverton and passed unanimously. Taylor mentioned that a PLA representative and a Village representative will check the park after each use and agree on its state of cleanliness.	Taylor to use \$400 from contingency funds for use of Village Park during concerts
Citizen of the Year	Wemlinger	Wemlinger presented the results of the work of the committee in determining Distinguished Service Awards. He recommended the following: <ul style="list-style-type: none"> • Doug Callaway for Distinguished Individual Service Award • EZ Market for Distinguished Business Service Award • Portage Lake Harbor Commission for Distinguished Organization Service Award 	Wemlinger to order plaques to be awarded on June 18; Wemlinger to revise form for 2019

		Taylor moved to accept the slate of awardees; Garbrecht seconded the motion and it carried unanimously by a vote of those present. Wemlinger will order plaques for the Village and Township offices as well as for the award recipients. Awards will be given at the summer potluck picnic / annual meeting on June 18. Wemlinger will revise the form slightly for 2019; he invited others to suggest changes as well.	
Donation to Onekama Library for summer reading program	Lapinski	Lapinski presented a request from the Onekama library to assist with the summer reading program. Taylor moved to award \$200 to the library; Johnson seconded the motion and it carried unanimously.	McNeil to donate \$200 to library for summer reading program
Credit card machine	Lapinski	Lapinski presented a proposal from MI Retailers Association Credit Card Processing Program for an alternative to use of the “square” for electronic purchases of goods or services. After some discussion, it was decided to continue to use the Square this year through PNC bank. McNeil advised that the PLA board stay with that decision through late fall to keep accounting straight. Taylor advised that we limit authorization for using Square on behalf of PLA to one or two individuals.	Use Square for electronic purchases of goods or services this year
Donation to Village	Taylor	Taylor withdrew his motion made on May 2 to donate funds to the Village for park improvements.	
Vendor List	Lapinski	Lapinski and Taylor reported on a request from a non-PLA member to have access to the PLA’s list of arts, crafts, and food vendors. The list is used for the Fall Festival and Christmas in Onekama. Pros and cons of sharing the list as well as the opinions of event chairpersons were discussed. Brooks made a motion that the PLA vendor list be restricted for use with PLA sponsored events only. Wemlinger seconded the motion; it was approved by a vote of those present. Taylor will withdraw his proposal to a local business accordingly.	Vendor list to be used for PLA-sponsored events only
Membership	Backie	Backie reported that 203 family memberships have been paid for 2018. Sixty have not paid their dues (and some of them did not pay in 2017). Several new members joined because of mailing to “friends” of PLA. The sixty persons who have not paid their dues could do so at the summer picnic on June 18 if they attend it.	McElroy and Backie to compare lists of non-paying members and summer picnic attendees
Fundraising	Taylor	Taylor reported on cash donations including those from the tribe and from Meijer. Right now, he foresees about \$1000 deficit in cash donations. The next fundraising meeting will be held on Monday, June 11 at 10 AM at M-22 Grill. Online auctions for fishing trip and kayak are coming up soon. Taylor mentioned the idea of a fall spaghetti dinner as a fundraiser. More to be discussed about that idea.	
Petunia Parade	McElroy and Phillips	McElroy announced that 94 flats of petunias were planted in record time this year in large part due to pre-drilling of holes in the dirt. New planters are placed with a variety of plant material. Over \$3000 has been	

		received toward Petunia Parade so far this year (compared to \$1700 this time last year).	
Shoreline Magazine	Taylor	Taylor distributed copies of 2018 Shoreline Magazine which features Onekama and its businesses on four pages.	
Facebook pages	Taylor	Taylor acknowledged that Facebook is becoming increasingly instrumental in making an impact with businesses and events.	
Fall Festival	Halloran	Halloran announced that Jeff Sternberger has resigned as co-chairman of Fall Festival. Planning for our October 13 event has begun. An alternative rain location has yet to be determined; the letter to vendors will be generic about location. Halloran suggested a Day of the Dead theme be considered this year. Halloran will proceed to convene a committee and continue planning.	
Website	Taylor	Taylor reiterated the costs of using MS Creative Services for web development, business directory, server support, etc.	
Onekama Days	Szilvagy	Szilvagy asked for an addition of \$800 to the budget for purchase of beer glasses (usually buy enough for several years to get a better price). He circulated a few options for beer glasses and asked for input from those present. Taylor moved to approve the increase in budget by \$800; Wolverson seconded that and it passed by a majority vote. Szilvagy will proceed to work with English on a license to sell beer.	McNeil to increase budget for beer glasses by \$800
Scholarships	Lapinski for Jaffee	Two OCS students were awarded scholarships from the pig roast revenue. Lapinski circulated thank you notes from both students.	
Farr Friends	Fairgrieve	No report.	
Concerts	Szilvagy	No report.	
Publicity	Backie	No report.	
Christmas in Onekama, Chili Cookoff	Pomaranski / Lapinski	No report.	
Lake Issues	Reed	No report.	
Banners / Christmas décor	English / Reed	No report	
Old Business-Follow up			
Charter for PLA Grant Committee	Wemlinger	No report.	
Picnic	Lapinski	As of today, 82 persons have responded that they will attend the picnic on June 18. McElroy will continue to remind those who have not responded or said “maybe” to decide. We need a good head count when we purchase food. Changes to the bylaws will be voted on at that meeting.	
Newsletter	Lapinski	Articles for the newsletter are due June 15. Volunteers to distribute the newsletter were solicited by Lapinski.	Taylor and Backie to review the list of

		The April edition had an article from Renew Onekama. The July edition will contain an article from Concerned Citizens of Portage Lake. Both articles needed to comply with a limit of 750 words and addition of a disclaimer that the opinions voiced are not necessarily those of the PLA. Articles are reviewed by Capper and Lapinski prior to distribution to the public.	businesses / organizations where newsletter is placed; Wemlinger and Wolverton to distribute July newsletters
Standard Policy and Procedure	Lapinski	Lapinski reminded committee heads to submit to her a description of their events and major process steps.	Committee heads to send standard policy and procedure to Lapinski
Shake down tournament	Lapinski	A donation of \$750 toward Shake Down fishing tournament was given to Onekama Marine which was very appreciative.	
New Business			
July and August meetings	Lapinski	The normal July meeting for PLA board is July 4. In August, the meeting will fall on August 1, which is just a few days before Onekama Days. It was decided to cancel both of those meetings and to hold one meeting on Wednesday, July 25 from 6 to 8 PM.	Change July and August meetings to July 25 from 6 to 8 PM
Public Comment	This public comment is for any of the special agenda items that are covered		
Adjournment	Lapinski	The meeting was adjourned by Lapinski at 8 PM.	