

# Portage Lake Association Board Meeting:

# MINUTES November 2nd, 2011

**Our Mission:** *We have a common goal of improving the quality of life in the Onekama area.*

## Board Member:

Margaret PUNCHES - President  
 Al Taylor - Vice President  
 Barb Wolverson/Bill Fairgrieve  
 Treasurer  
 Mary Reed – Secretary  
 George PUNCHES – Past President

## Board of Directors/1yr

Frank English/Paul Mueller  
 Sheila Heiser  
 Mary Lynn Burchard

## Board of Directors 2/yrs

Jim Simons  
 Roger Cody

## MINUTES

Order of Business	Person Responsible	Report, or To do Plan	Action steps
Call to order	Margaret PUNCHES, President	Present: Margaret PUNCHES and George PUNCHES, Jewelle Franklin, Roger Cody, Sheila Heiser, Mary Reed, Judy Blackmore, Frank and Linda English, Bill and Mary Fairgrieve, Al Taylor, Faye Backie,	Margaret called the meeting to order at 7PM..
Safe Walk to School	Kevin Hughes	Kevin presented a power point presentation of the work that has been done by the committee working on this project. Several areas of need were identified. Funding for this study was received through a grant with matching funds from the community. PLA made a donation..	Obtain grants and other funding to address the high priority items that were identified by this study.
Secretary's report	Mary Reed	Minutes were distributed by email. George PUNCHES moved the minutes be accepted. Frank English seconded. Minutes approved..	Minutes will be posted on onekama.info website by Margaret PUNCHES.
Treasurer's Report	Barb Wolverson/ Bill Fairgrieve	Bill Fairgrieve lead the discussion on the Treasurer's report that was distributed by email. George PUNCHES moved the report be accepted, Roger Cody seconded. Report accepted.	Treasurer's report on file with minutes.
Fall Fun Festival	Jeff Sternberger	Report to follow.	
Celebration of Lights	Jewelle Franklin	There are 22 vendors to date. We will have a PLA booth with membership information and O'Keefe's Reef PLA clothing samples. Chili cook off is all set. Frank English is looking into getting LED lights for the Tree of Lights.. He will check with Home Depot on the specials they having at this time.	
Website	Roger Cody & Margaret PUNCHES	The front page currently has the Celebration of Lights information. Roger reviewed the number of hits per month. In February we will do a marketing letter and will share some of these stats. There was discussion of ways to improve the web site. Face book has a number of "likes". There were an average of 3.71 pages/visit, 2.5 minutes/visit, 12% went directly to the site. Members were encouraged to check out the Manistee Fair Board website.	
Membership	Barb Wolverson	no report	
Newsletter	Mary Fairgrieve	Mary explained how we are selectively paring back the number of hard copies that are being mailed. We will continue to make adjustments to the mailing distribution list. There is a link on the website to the Newsletter. We are currently printing about 1,500 copies.	
Fund Raiser	Al Taylor	The storage unit was cleaned out and past fund raiser materials were removed. Some items were donated to the school. Al is working with the art teacher at school to have the high school students do a painting that can be auctioned off at the fund raiser. We could also sell posters and note cards of the painting.	Al Taylor and Mary Reed will work with Onekama Art teacher , Dana Woolman to develop guidelines for the contest.
Banners	Chuck Reed per	The banners will come down after the Fall Festival and the	

	Mary Reed	Christmas lights will be put up on the weekend of November 5th.	
Petunia Parade	Tammy Messner	No report	
Winter Fest	Barb Wolverton, Doug Callaway	Al Taylor reported that everything is in place for the January 13th, 14th & 15th event. A new poster with times and activities is being printed. Some of the activities include air boat ice boat and dog sled rides. There will be a euchre tournament on Friday night and the Lion's Pancake breakfast on Sunday.	
Concerts in the Park	George Punches/Al Taylor	No report	
Publicity	Faye Backie	New members on her committee are Tracie Hanson and Debbie Major.	
Onekama Scholarship	Leann Burger, Al Taylor	The committee will meet soon.	
Nominating Committee	George Punches, Roger Cody, Sheilah Heiser	Vice President position is still open.	
Annual retreat and budgets	Margaret Punches	1. The PLA annual Retreat is scheduled for December 14th, 2011 from 8-12 at the Portage Lake Bible Camp. 2. Committee Chairs are asked to have their budgets and requests by the December 7th meeting.	
New Business/and/or reports		1. George and Margaret Punched attended the Eagle Scout Award presentation for Parker Sternberger. 2. The school has contacted the PLA to inform us that they have students who are looking for community service project. 3. Al Taylor is looking into the possibility of an Art Program for the Fairgrounds where all Manistee high school students might do a building. Phil Joseph would coordinate. Al will follow up with the Manistee Fair Board.	
Adjournment		9:15 PM.	
Minutes submitted	Mary Reed	Secretary	