

Portage Lake Association Board Meeting: **MINUTES** February 2, 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 Wolverton/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 <i>To do Plan</i>	Action steps
Call to order	Margaret Punches, President	All board members except Paul Mueller were present. Also present: Linda English, Chuck Reed, Faye Backie	Margaret called the meeting to order at 7PM..
Secretary's report	Mary Reed	Minutes were distributed by email. George Punches moved minutes be accepted as corrected, Jane Mueller was not present.. Frank English seconded. Minutes approved.	Minutes will be corrected and posted on onekama.info website.
Treasurer's Report	Barb Wolverton/ Bill Fairgrieve	Barb Wolverton reported that the audit for 2010 was done by Vicki Strevey and it has been signed and approved Bill Fairgrieve reviewed the budget for 2011. Discussion followed. Roger Cody moved the budget be approved as amended and Frank English seconded. Budget was approved. (See attached) Bill requested that members use an income/expense form to inform him of details for expenses.	2010 Audit completed and signed. 2011 Budget was approved as amended.
President's Report	Margaret Punches	1. Margaret reported that MacBeth and Co. has sold 5 of the 10 prints of the lake that were recently ordered. 4 sold for \$85 and 1 sold for 100. 2. We have a request from the Manistee Civic Players to place an ad. It was not clear if this is a one time ad or an ad for the season. Discussion on how this fits with PLA. 3. Faye Backie has agreed to be the new PLA Publicity Chairman, Faye will be the resource person for all advertising and will help with other related duties. She will help committee chairs with the advertising for their events.	2. Tabled until next month. 3. Welcome Faye Backie as the PLA Publicity Chairman.
Website	Roger Cody	The website is ready to go live after some minor changes. Creative Services will send out bills in March. Partners will be contacted before they get the bill by board members.	
Newsletter	Mary Fairgrieve	We had 250 extra copies of the February newsletter. Board members were requested to help distribute the extra copies around town to Churches etc. Next year we will decrease the number of copies printed in February.	
End of Summer Dinner/Dance	Jeanne Fitzgerald, Faye Backie	The date is September 16th, 2011 at the Portage Point Inn. .	
Fund Raiser	Al Taylor	Everything is on track. Dan Behring will be the auctioneer. There will be 2 outside raffles. A golf package and a Kayak. We have increased the budget but expect to increase sales.	
Membership	Barb Wolverton	Renewal notices will be sent out this week.	
Banners/ and Christmas decorations	Chuck Reed	The Christmas lights were taken down the day after the Winter Fest.. Next year the lights on the Christmas trees be all white.	
Winter Fest	Barb Wolverton, Doug Callaway	There will be a meeting at 7PM at the Farr Center on February 15th in order to plan next year's event.	
Concerts in the Park	George Punches	Everything is booked for this year. Four groups are Arts and Humanities so we can apply for some grants. George	