

PLA Monthly Regular

Board of Director's Meeting June 1, 2016

06/01/16

7:00 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:

Diane Bess - President
Julie Lapinski -Vice President
Evie McNeil Treasurer
Faye Backie- Secretary
Al Taylor – Past President

Board of Directors

Frank English, Paul Mueller
Pat Pomaranski, Al Garbrecht
Barb Wolverton, Mary Fairgrieve
Nikki Torrey, Jean Capper
Susan Barnard, Cynthia Kadzban

Committee Heads

Jon Phillips, Tammy Messner
Jeff Sternberger, Chuck Reed
Mary Reed, Susan Halloran
Roz Jaffe, Steve Szilvagy, Margaret Panches, Jamie Miester
Pat Pomaranski, Bruce Peabody, Marilyn Acker

Minutes

Order of Business	Person Responsible	Report, or <i>To Do</i> list	Action Plan
Call to Order, Introductions	Bess	Bess called the meeting to order at 7:00pm. Attendees: Bess, Lapinski, McNeil, Taylor, Backie, Pomaranski, Garbrecht, Kadzban, Mary Reed, Charles Reed, Messner, Wolverton and Fairgrieve.	
Secretary's Report	Backie	Backie presented the May minutes which included minor corrections. Taylor made a motion to accept the minutes as amended; Fairgrieve seconded.	The May 2016 minutes were accepted.
Treasurer's Report	McNeil	McNeil presented the Treasurer's report. The balance in the accounts is \$67,331.47. Of the \$18K in savings, only \$3K has not been allocated. There are two areas of concern – the fireworks and petunia donations. If the Matthews memorial money is factored out, the petunias have received only ½ their normal donations. McNeil said it appears that people are splitting their donations between the petunias and the fireworks. Backie made a motion to accept the report; Fairgrieve seconded.	The May 2016 Treasurer's report was accepted.
Membership	Backie	Backie noted that she's getting accustomed to the database and will be emailing members who are overdue in their 2016 dues. Two families have been deleted from the database.	
E. Sorenson Memorial Fund	Pomaranski	Pomaranski asked for funding to print 700 copies of a two-sided flyer at the cost of \$169. It will be distributed at the upcoming Spirit of the Woods music festival as well as other events. Pomaranski made a motion; Kadzban seconded. Motion passed. Taylor asked the ad hoc committee for input about the future of the fund if it does not take in substantially more money. Report to be made at the September meeting.	700 flyers will be printed. The Sorenson Fund ad hoc committee will report in September on the future of the fund.
New Business	Bess/McNeil	PNC Terminal and Chip Reader – McNeil, Bess and Wolvertons met with PNC Bank manager. The PLA credit card terminal needs to be updated with a chip reader to protect PLA from liability if people don't pay their bill. PLA's account is currently with Bank of America, who charges \$35/month plus service fees of approximately \$420/year. We can upgrade the terminal with PNC for \$380 with a \$150 rebate for a cost of \$230. There will be no yearly service fee with a 3 year contract. Wolverton made a motion, seconded by Fairgrieve, that we switch our account from Bank of America to	PLA will switch its credit card account from Bank of America to PNC and sign a 3 year contract. Discussion of PNC's "Clover" at next meeting.

		PNC and purchase the chip reader. Motion approved. -Also discussed PNC's "Square" which is called Clover. Will discuss at next meeting.	
Welcome Committee	Fairgrieve/Lipinski/Backie	Fairgrieve suggested that the Welcome Committee be folded into the Membership Committee. Taylor noted that the Welcome Committee is an ad hoc committee, designed to capture new members. He said the Board would have to decide whether it should be a standing committee, listed in the Bylaws, with an annual budget, reporting to the Board. -The committee suggested purchasing items to be sold. There was a concern about competing with local businesses. Taylor mentioned that PLA's best success comes when we have local businesses sell our items and pay us a percentage. Taylor noted that PLA could have done a better job of promoting the clothing items through O'Keefe's Reef. It was also mentioned that people like the logo without the Portage Lake Association name on it.	
Petunia Parade	Phillips/Messner	Messner reported that the petunias were all planted and the areas cleaned up by 11:30. The Manistee News Advocate gave good coverage of the event. Chief Osborne of the fire department is watering the beds and Richard Mirabiter takes care of the planters. The committee is concerned about getting labor to rototill and clean the beds. They will solicit bids for preparing the beds. They are also concerned about too many requests for funds diluting the donations to the Petunia Parade. Taylor suggested asking local landscapers for underwriting. They could put their sign in the beds.	
Newsletter	Capper	Bess reported for Capper. The deadline for the July <i>Newsletter</i> is June 10 th . There is room for additional articles. Capper can add pages at her discretion.	Submit articles for Newsletter by June 10th.
Fundraiser	Taylor/Bess	Bess asked members of the Board to help sell outside raffle tickets. Taylor noted that donations are down about \$7K, as well as the number of coupons. Need volunteers the day of the event.	
Citizen of the Year	M. Punches	Bess noted that M. Punches is working on it and all will be revealed at the appropriate time.	
Concerts	Szilvagy	Taylor said we're waiting on the Watershed to get their new banner before they're both put up. Lakeside Treats, Papa J's, the Guild Store, 1, Mama's Pizza will be open on concert evenings.	
4 th of July picnic	Bess/Taylor	Bess noted the picnic plans are in process.	
Banners & Christmas decorations	C. Reed	C. Reed reported that the company that does the banners and lights sent him the wrong contract, so he's waiting for the correct version. He asked if the Board wished to continue with the banners and the lights. There are issues with both; new brackets are needed for the banners and the lights have a variety of issues, although the lights themselves are well-made. He has reduced the number of lights, so they're concentrated in the Village proper. The banners are almost self-funding, since we sell the old ones. The Village and Township pay for the electricity for the lights. Taylor suggested we could sell the lights, or we might try to get corporate funding to help defray the costs.	
Fall Festival	Sternberger/Halloran	Bess reported for Sternberger. Vendor applications have gone out and are due by October 8 th . He is lining up 2 people for face painting. He will do the usual activities and corn stalks. He welcomes other activities and is looking for volunteers to assist.	

		Needs marketing assistance (Backie will help).	
Chili Cook-off	Sternberger/Pomaranski	Pomaranski reported that it's difficult to get individual contestants for the Chili Cook-off.	
Facebook Pages	Taylor	No report at this time.	
Lake Issues	Reed	<p>M. Reed said that the tax bill will include the lake <i>Newsletter</i>. It says the state is much more aware of invasive species and also includes a tentative treatment schedule for the Lake. We still have a grant for Eurasian watermilfoil. Starry Stonewort is a new invasive.</p> <p>-Reed mentioned the installation of the public rain garden behind Farr Center. It's the first in the county. A BIG thank you to Mike Acton for bringing his tractor and helping create it.</p> <p>-A swimmer's itch study will be conducted in the month of July with Ted Lawrence in charge. Lawrence and M. Reed will train volunteers on how to gather data.</p> <p>-Manistee Conservation District office is holding a native plant sale from 10 – noon on 10th. Plant orders should be placed on the MCD's web site by June 6th.</p>	
Web site	Taylor	<p>The first pass has been made to make the site mobile ready. The interactive park maps are available for the major parks.</p> <p>-We still owe \$1,900 for last year. Working on increasing the price for those entities which do a lot of posting.</p>	
Onekama Days	Taylor/ Szilvagy/Peabody English/Mueller	Taylor reported that things are on course.	
Publicity	Backie/Taylor	The entry for Onekama in the <i>Shoreline</i> magazine turned out well.	
Christmas in Onekama	Pomaranski/Fairgrieve Sternberger	Christmas in Onekama will be held Nov. 19. Nothing to report at this time.	
Scholarship Committee	Jaffe	See email.	
Winter Fest	Sternberger	No report at this time.	
501(c)(3)	Taylor	No report.	
Grant Committee	Taylor	Taylor noted that there are changes to be proposed. Discussion in the future.	
Special Agenda Items		None.	
Other		Anyone who lives in the Village – seats are open on the Village Council.	
Public Comment, Adjournment	This public comment is for any of the special agenda items that are covered.	<p>No comment.</p> <p>The meeting was adjourned at 9:05.</p>	