

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**January 22, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Tom Bulin, Greg Boening

Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Three

Meeting called to order by John Halaska at 8:00 a.m.

**Minutes:** December 18, 2020 minutes reviewed. Motion by Bulin/Wright to approve minutes as presented. Motion carried.

**Treasurer's Report:** December 2020 unaudited financial reports were reviewed. Motion by Benkowski/Halaska to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss

**Adjourn:** Motion to adjourn by Wright/Benkowski at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**January 22, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin

Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Eight

Meeting called to order by President John Halaska at 8:01 a.m.

**Minutes:** December 18, 2020 minutes reviewed. Motion by Benkowski/Boening to approve minutes as presented. Motion carried.

**Treasurer's Report:** December 2020 unaudited financial reports were reviewed and discussed. Motion by Boening/Bulin to approve unaudited financials as presented. Motion carried.

**Manager's Report:** Joel Barth reported on the following:

Building update – lot of progress is being made and we are still ahead of schedule. Mechanical, siding, painting, security, sound system – a lot is happening right now.

Budget for 2021/2022 – proposed budgets were handed out for review before the February meeting. Budget was done based on a \$675.00 assessment, same as last year. This budgeting process has been extremely challenging based on COVID uncertainties. We will wait until February to discuss the budget for approval.

Property sales – 176 properties changed hands this year which equates to 24 million in property/home sales.

Valentine's Day Dinner – menu is available for February 14. Curbside service orders need to be in by February 9<sup>th</sup>.

New Year's Eve – evening went well by the responses that have come back for both curbside service and in-person dining.

**Committee Reports and Correspondence:** nothing at this time.

**Old Business:** Virtual meetings – this was moved to close session last meeting. Decision was made to not provide virtual meetings as we are a private business and business practices are not something we want shared publicly due to sensitivity of pricing structures, groups that we provide services for, etc.

Enforcement of covenants – article will go into the Lines about this topic and a meeting will be scheduled with the A&E committee soon to discuss how best to move forward.

**New Business:** nothing at this time.

**Closed Session:** Motion by Boeing/Wright to enter closed session to discuss personnel issues at 8:13 a.m. Motion carried.

Motion by Boeing/Benkowski to leave closed session and return to open session at 8:25 a.m. Motion carried.

Next meeting date: February 18, 2021 in the Pines Banquet Room at 8:00 am.

**Adjourn:** Motion by Boeing/Benkowski to adjourn at 8:30 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**February 18, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Tom Bulin, Greg Boeing

Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Four

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** January 22, 2021 minutes reviewed. Motion by Wright/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** January 2021 unaudited financial reports were reviewed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** 2021/2022 Budget Discussion/Approval – directors have had budgets since last meeting for review and to ask any questions. Budgeting was a challenge this year with COVID in the sense that we were unable to use 2020 as a trend year. Motion to approve the 2021/2022 budget by Halaska/Boening. Motion carried.

**Adjourn:** Motion to adjourn by Wright/Bulin at 8:02 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**February 18, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin

Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Four

Meeting called to order by President John Halaska at 8:02 a.m.

**Minutes:** January 22, 2021 minutes reviewed. Motion by Boening/Wright to approve minutes as presented. Motion carried.

**Treasurer's Report:** January 2021 unaudited financial reports were reviewed and discussed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Manager's Report:**

Building update – things continue to remain ahead of schedule. Current work in progress includes window glazing, siding, interior soffits, mechanical rough ins, drywall, painting, and kitchen install. In the coming weeks we will see siding, sheet metal soffit, fascia, gutters, drywall, kitchen equipment, blown-in insulation, acoustical ceiling, toilet partitions, urethane flooring in kitchen, and LVT flooring in lounge and pro shop.

Questions for next four-six weeks: we will not be able to turn off the lights in one building on Sunday and turn them on in the other building on Monday which means flexibility and patience will be needed as we move closer to opening the new facility. Timing will dictate when we close and how long we are closed.

Valentine's Dinner – This was well received with many comments coming in from members partaking of the offers. Both curbside and in-person dining were well attended.

Job Fair – We will host a job fair on April 2 from 2:00 pm – 6:00 pm and April 3 from 10:00 am – 2:00 pm for the 2021 season.

**Committee Reports and Correspondence:** nothing at this time.

**Old Business:** Enforcement of covenants – Director Wright has been in touch with the A&E committee for their thoughts. This will continue to be worked on and brought back to the board when a solid plan is in place.

**New Business:** Fitness Center – will be accessed only by key fobs. This area will be restricted to members only to start with liability waivers necessary. Discussion held on various topics including cleaning, time usage restrictions, and installation dates.

2021/2022 Budget Discussion/Approval – Directors received their budgets at last month's meeting and had time to review and ask any questions. Director Halaska mentioned a \$15,000.00 payment that will be coming to Lake Arrowhead from East Briar. Assessment will remain at \$675.00 for the June 1, 2021 – May 31, 2022 year. Motion by Bulin/Boening to accept budget as presented. Motion carried.

UTV/ATV parking at common areas – questions have been asked of board members and association office on ability to park in these areas. Discussion held on usage, what sticker would be needed, and questions that might arise. Common area committee will discuss through email for any ideas they may have and will give feedback to the association office for implementation.

Dog-friendly lake access area – questions have also come up to board members and association office on use of the lake by dogs. Discussion held and best location for this area seems to be Mid-Lake Center. The Common Areas committee will discuss this topic as well and give feedback to the association office for implementation.

**Closed Session:** Motion by Boening/Benkowski at 8:32 am to take a five-minute break and then move to enter closed session to discuss personnel issues at 8:37 a.m. Motion carried.

Motion by Boening/Wright to leave closed session and return to open session at 8:50 a.m. Motion carried.

Next meeting date: March 30, 2021 in the Pines Banquet Room at 8:00 am.

**Adjourn:** Motion by Wright/Boening to adjourn at 8:53 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**March 30, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening  
Board Excused: Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Four

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** February 18, 2021 minutes reviewed. Motion by Wright/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** February 2021 unaudited financial reports were reviewed. Thank you was given by President Boening to the staff for the way they were able to work around difficulties from the year to end in a very good position. Expenses were controlled nicely, and the balance sheet looks favorable compared to last year. Motion by Benkowski/Halaska to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Wright/Halaska at 8:03 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**March 30, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski  
Board Excused: Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Four

Meeting called to order by President John Halaska at 8:03 a.m.

**Minutes:** February 18, 2021 minutes reviewed. Motion by Benkowski/Wright to approve minutes as presented. Motion carried.

**Treasurer's Report:** February 2021 unaudited financial reports were reviewed and discussed. President Halaska echoed Director Boening's thank you. Motion by Benkowski/Boening to approve unaudited financials as presented. Motion carried.

**Manager's Report:**

Building update – this week the emphasis is on flooring installation, kitchen, counter tops in bar and pro shop, things are still moving on a pace that is very favorable.

Curbside Friday – the last Friday of curbside dining service will be Friday, April 2<sup>nd</sup>.

Lakes Course Opening – Lakes Course will open on Friday, April 2<sup>nd</sup> by noon. Both courses having come through the winter well.

Job Fair – will be Friday, April 2<sup>nd</sup> 2:00 pm – 6:00 pm and Saturday, April 3<sup>rd</sup> 10:00 am – 2:00 pm for a variety of positions.

**Committee Reports and Correspondence:** Common areas will meet on April 16<sup>th</sup>.

**Old Business:** Covenant enforcement – will have a report for the next meeting.

**New Business:** Security at Chalet – last year was a difficult year for member interaction with staff at the Chalet pool. The police needed to be called on at least one occasion and arguments have happened at beach centers this last year with volunteer security as well. Director Boening is interested in the possibility of a security firm for higher traffic dates/use at the Chalet pool. Discussion held on ways to move forward and Director Boening will investigate different options and report back.

Red Cross Emergency Facility – The Red Cross is updating their database of Red Cross Emergency Shelters and contacted us to see if we wanted to continue to be listed. The other current facilities in the Town of Rome are the Fire Department and Library. Discussion held on pros and cons of continuing this but would rather be asked on a case-by-case basis instead of a blanket agreement. We can always offer our assistance with other facilities when necessary. Motion by Boening/Benkowski to decline listing at this time. Motion carried.

**Closed Session:** Motion by Boening/Benkowski at 8:21 am to take a break and then move to enter closed session to discuss personnel issues at 8:27 a.m. Motion carried.

Motion by Wright/Boening to leave closed session and return to open session at 8:55 a.m. Motion carried.

Next meeting date: April 21, 2021 at 8:00 am; location TBD.

**Adjourn:** Motion by Benkowski/Boening to adjourn at 8:58 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**April 22, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth, Chris Neiderman

Members Present: Five

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** March 30, 2021 minutes reviewed. Motion by Benkowski/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** March 2021 unaudited financial reports were reviewed. Motion by Wright/Bulin to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Halaska/Bulin at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**April 22, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth, Chris Neiderman

Members Present: Five

Meeting called to order by President John Halaska at 8:02 a.m.

**Minutes:** March 30, 2021 minutes reviewed. Motion by Bulin/Wright to approve minutes as presented. Motion carried.

**Treasurer's Report:** February 2021 unaudited financial reports were reviewed and discussed. Motion by Benkowski/Boening to approve unaudited financials as presented. Motion carried.

**Manager's Report:**

Building update – The association office has been open in the new clubhouse since Thursday, April 15. Demo of old clubhouse will start on Monday, April 26 and construction camera has been turned to show this on the website.

Campground – opened on the 15<sup>th</sup> with 38 of 44 sites being seasonal sites.

Pines Course – shooting for an April 30 opening. There will be a few challenges with routing between hole 9 and 10 but we are working on this as well as cart staging.

Chalet – will have an electrical upgrade on April 28 & 29 and re-open on April 30. Amenity maintenance have done deep cleaning and upgrades to the restroom facilities throughout the winter.

Mother's Day – reservations for brunch are full.

**Committee Reports and Correspondence:** Common areas met on April 16<sup>th</sup> and provided feedback to board on a few different items including ventilation at the Chalet, security issues at the Chalet for pool attendants, volleyball nets at West Lake Center, clean up of beaches and grass areas until goose round-up occurs, and signage on the hiking trail at Chalet to help with those coming from Sand Valley direction.

Security committee – Director Boening met with an individual from a security firm for a proposal on providing services throughout the association. There will be no action this year based on proposal cost.

**Old Business:** Covenant enforcement – Directors Wright and Benkowski met with the A&E committee last week and provided a handout for the board on suggestions and recommendations for enforcement. Directors have also met with the Town of Rome to see how we can work together to address some of these sections. Discussion held by board on different scenarios, who is responsible for keeping track of offenders, and fining structure. Communication needs to be stronger through emails, newsletters, realtors, etc. Motion by Benkowski/Boening to adopt recommendation. Motion carried

ATV/UTV usage – Common areas committee recommends we do not allow ATV/UTV usage at amenity areas. The board was able to read through the report by the common areas committee and discussion was held on pros and cons of suggestions. Suggestion to reach out to area ATV/UTV clubs to help spread the word on proper usage. Communication will be made available to membership on proper usage. Motion made by Boening/Wright to allow UTV/ATV parking at amenity areas in designated locations. Motion carried.

Dog-friendly water access – Common areas committee recommends we do not allow dogs at amenity areas. Board agrees and this item will not move forward. Motion by Boening/Benkowski to not move forward with allowing a dog-friendly water access area. Motion carried.

**New Business:**

Boat ramp – Mid-Lake center boat ramp is in disrepair and needs to be addressed. Discussion held on how to move forward. Motion by Boening/Wright to move forward with looking into what a cost would be to repair the Mid-Lake boat ramp. Motion carried.

Goose Round-up – Director Benkowski will work with goose patrol committee for this. Lake Arrowhead will be done first this summer.

Tri-Lakes Management – Director Benkowski provided the board with information on items available through Tri-Lakes. Several items were discussed including fish stocking and fish cribs. We are not able to stock Lake Arrowhead again until 2023 but there may be funds available for fish cribs. Motion by Benkowski/Wright to move forward with looking into fish cribs.

**Closed Session:** Motion by Boening/Wright at 8:56 am to enter closed session to discuss personnel issues. Motion carried.

Motion by Wright/Boening to leave closed session and return to open session at 8:59 a.m. Motion carried.

Next meeting date: Annual meeting May 1, 2021 at 1:00 pm; location Pines Clubhouse.

**Adjourn:** Motion by Benkowski/Boening to adjourn at 9:00 a.m. Motion carried.



Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**May 25, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Four

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** April 22, 2021 minutes reviewed. Motion by Bulin/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** April 2021 unaudited financial reports were reviewed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Wright/Halaska at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**May 25, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Four

Meeting called to order by President John Halaska at 8:01 a.m.

**Minutes:** April 22, 2021 minutes reviewed. Motion by Boening/Wright to approve minutes as presented. Motion carried.

**Treasurer's Report:** April 2021 unaudited financial reports were reviewed and discussed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Manager's Report:**

Building update – this week will focus on irrigation, sodding, blacktop sealing coating and striping, outdoor bar, pool house and snack shack, and patio furniture arrives Wednesday.

Pool openings – will open Saturday, May 19 at 10:00 am. Chalet pool heater did out go this previous weekend but was able to be repaired. Thank you to Town of Rome Fire Department for their help in filling the pools.

Staffing levels – continue to be a struggle and concern not just for us but for other businesses in Rome.

Golf business – is very good. Bookings for the holiday weekend look very favorable as well.

Wedding Expo – held May 15 & 16 for vendors and prospective brides. Was able to book a few weddings the day of and has a few more very interested.

**Committee Reports and Correspondence:**

South Lake Center kitchen should be done by this weekend for the first booking. Amenity review will hopefully be done by the June meeting. Dock at North Lake Center needs repair as it is crooked. Maintenance is aware and has made a call to the dock company to come and repair.

Security – held the first meeting earlier in May. Members will be out and about this coming weekend at centers to monitor proper usage.

**Old Business:** A&E fine policy – policy was given out to the board members before the meeting for them to review. Questions were asked and answers given. Suggestion of making at least one of the notifications certified mail. Motion was made to approval fine policy as presented and to send to association attorney for review. Motion carried.

**New Business:**

Appointment to the A&E committee – Bob Benkowski has volunteered to serve on the A&E committee. Motion by Wright/Bulin to approve appointment. Motion carried.

Question regarding white trim color on homes. Old and new members seem to be confused as to what the issue is, when and how it came to be, and how information might be given out to help clear up the situation.

**Closed Session:** Motion by Boening/Benkowski at 8:29 am to enter closed session to discuss personnel issues. Motion carried.

Motion by Wright/Boening to leave closed session and return to open session at 9:00 a.m. Motion carried.

Next meeting date: Tuesday, June 29, 2021 at 8:00 am; location Pines Clubhouse.

**Adjourn:** Motion by Wright/Bulin to adjourn at 9:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**June 29, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Two

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** May 25, 2021 minutes reviewed. Motion by Bulin/Benkowski to approve minutes as presented. Motion carried.

**Treasurer's Report:** May 2021 unaudited financial reports were reviewed. President Boening commented on the comparison between the 2019 operating income, 2020 operating income, and 2021 operating income. We are up significantly through May 2021. Motion by Wright/Halaska to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Wright/Benkowski at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**June 29, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Four

Meeting called to order by President John Halaska at 8:02 a.m.

**Minutes:** May 25, 2021 minutes reviewed. Motion by Wright/Boening to approve minutes as presented. Motion carried.

**Treasurer's Report:** May 2021 unaudited financial reports were reviewed and discussed. President Halaska commented on how well we are doing so far this year. Motion by Bulin/Benkowski to approve unaudited financials as presented. Motion carried.

**Manager's Report:**

Golf continues to be a driving force. June business numbers will see more dollars in any one month than we have ever seen. Food and Beverage remains strong through June as well.

Restaurant hours will expand and kitchen will stay open until 9:00 pm. Hyrdo-seeding was done last week and did have challenges with rain but seems to be growing well. Putting green was grading last week and seeding will hopefully take place this week. Tunes on the Turn began last Thursday with a decent crowd amid the rain. This Thursday will most likely be a larger crowd with the holiday weekend.

**Committee Reports and Correspondence:** Security committee has written a few warnings but have been pleasantly surprised with the number of members having the correct stickers on their vehicle. Common areas have completed inspection of facilities and have provided that to Joel. Joel and Steve have met regarding the list provided by the committee to address any critical areas.

Correspondence was received from the chorus thanking us for the donation.

**Old Business:** A&E Fine Policy – Revisions and suggestions were received from the association attorney. Motion made by Benkowski/Wright to move forward with fine policy as revised by attorney. Motion carried. Suggestion made that summary of covenants are published along with fine policy.

Fish cribs – at a previous meeting, this discussion was held on items from the DNR they provide funding for. The size and depth of these cribs are beyond our capability. Discussion held on felled trees instead of cribs and where these may be possibly located. At this time, no action will be taken.

**New Business:**

Appointment to the A&E committee – Marie Hernesman has volunteered to serve on the A&E committee. Motion by Benkowski/Boening to approve appointment. Motion carried.

Review of covenants summary – the A&E committee provided the board with a summary of the covenants that may be an easier read than the full covenants. Each item will reference where the full covenant is located if a member needs additional information.

Director Boening brought up a suggestion from a Town of Rome board member regarding the clean-up of out lots at Camelot and Sherwood with the cost being distributed to property owners through taxes. Discussion on a letter being sent to the Town that Lake Arrowhead should be included in this clean-up.

**Closed Session:** Motion by Bulin/Benkowski at 8:27 am to take a five-minute break and enter closed session to discuss personnel issues. Motion carried.

Motion by Bulin/Wright to leave closed session and return to open session at 9:35 a.m. Motion carried.

Next meeting date: Wednesday, July 28, 2021 at 8:00 am; location Pines Clubhouse.

**Adjourn:** Motion by Boening/Bulin to adjourn at 9:36 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**July 28, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Six

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** June 29, 2021 minutes reviewed. Motion by Bulin/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** June 2021 unaudited financial reports were reviewed. Comments were made on how well things are going over there in comparison to previous years. Motion by Halaska/Boening to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Wright/Halasa at 8:02 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**July 28, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth, Chris Neidermann

Members Present: Six

Meeting called to order by President John Halaska at 8:02 a.m.

**Minutes:** June 29, 2021 minutes reviewed. Motion by Boening/Bulin to approve minutes as presented. Motion carried.

**Treasurer's Report:** June 2021 unaudited financial reports were reviewed and discussed. Comments were made on how well we are doing here as well compared to previous years. Motion by Benkowski/Boening to approve unaudited financials as presented. Motion carried.

**Manager's Report:**

Project update – last week the light pole went in by cart staging, putting green is growing nicely, just a few more items to complete, comments continue to be very positive. Cheesemakers golf outing was last week with over 600 people in attendance and they have already booked for 2022.  
July business projects – Business remains brisk in both golf and food & beverage areas.

Upcoming events – Labor Day events will return this year - Craft show on Saturday, September 4 and corn boil, member appreciation picnic, and fireworks sponsored by Rome Realty on Sunday, September 5. Marshfield Clinic Golf outing has also returned and will be Tuesday, August 17.

Snowplow contracts have gone out to those on the snowplow list last year and an announcement will be made in Monday's weekly email.

**Committee Reports and Correspondence:** Common Areas – committee has done review of amenities and is complying a list for capital improvements.

Security – committee has a meeting scheduled for next week. Committee has found very little issue with vehicles not having stickers on cars at amenity areas.

**Old Business:** A&E Fine Policy – a couple minor changes were suggested from the association attorney. Letter needs to go out to members advising them of this policy and how enforcement will be handled. A&E committee chairperson is a reasonable option to be point person for these letters. Correspondence from members can be routed through the association office.

**New Business:** Petenwell launch – a member has reached out to President Halaska to clean up launch area and whatever else is needed to open this amenity back up for use. Discussion was held on possible issues that we may run into but should certainly investigate options and the best way to move forward.

Tri-Lakes Management – annual meeting is the 1<sup>st</sup> Saturday in September. Bob Benkowski is retiring from the Tri-Lakes board. Anyone interested in filling this opening should attend the meeting.

Handicap parking – discussion held on parking for those that do not want to use the drop off lane. There are areas on the east side of the building for handicap parking but cannot have any on the west side of the building due to grade. Further investigation will be done as to feasibility and location.

**Closed Session:** Motion by Benkowski/Boening at 8:27 am to take a five-minute break and enter closed session to discuss personnel issues. Motion carried.

Motion by Benkowski/Bulin to leave closed session and return to open session at 8:45 a.m. Motion carried.

Next meeting date: Wednesday, August 25, 2021 at 8:00 am; location Pines Clubhouse.

**Adjourn:** Motion by Bulin/Boening to adjourn at 8:46 a.m. Motion carried.

Respectfully submitted,

Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**August 25, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Three

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** July 28, 2021 minutes reviewed. Motion by Wright/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** July 2021 unaudited financial reports were reviewed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Halaska/Benkowski at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**August 25, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Three

Meeting called to order by President John Halaska at 8:01 a.m.

**Minutes:** July 28, 2021 minutes reviewed. Motion by Bulin/Boening to approve minutes as presented. Motion carried.

**Treasurer's Report:** July 2021 unaudited financial reports were reviewed and discussed. Motion by Boening/Benkowski to approve unaudited financials as presented. Motion carried.

**Manager's Report:** Volunteer appreciation picnic is scheduled for Monday, October 4<sup>th</sup> at 4:30 with dinner to follow. Snowplow contracts were available starting August 1 and were full by August 10. Staffing continues to prove difficult especially now with school age employees returning to school. August business projections were affected by weather with more rainy days than previously this season. We do have a stretch of golf outings that will help us to be successful in August. Labor Day weekend planning and implementation is underway, and we are happy to have this event back up for this year. Pools are closed next week Monday – Friday as staff returns to school but pools will reopen for Labor Day weekend.

**Committee Reports and Correspondence:** Security – overall warnings have been greatly reduced as the summer has progressed and committee is pleased with how members are complying.

**Old Business:** fine policy – letters have been sent to the members and our attorney will review the initial letters that will be mailed to anyone in violation.

**New Business:** nothing at this time.

**Closed Session:** Motion by Benkowski/Boening at 8:10 am to take a five-minute break and enter closed session to discuss personnel issues. Motion carried.

Motion by Bulin/Boening to leave closed session and return to open session at 8:29 a.m. Motion carried.

Next meeting date: Tuesday, September 28 at 8:00 am; Pines Clubhouse.

**Adjourn:** Motion by Wright/Benkowski to adjourn at 8:30 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**September 28, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Four

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** August 25, 2021 minutes reviewed. Motion by Benkowski/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** August 2021 unaudited financial reports were reviewed. Motion by Halaska/Wright to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Wright/Halaska at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary



**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**September 28, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Joel Barth

Members Present: Four

Meeting called to order by President John Halaska at 8:01 a.m.

**Minutes:** August 25, 2021 minutes reviewed. Motion by Wright/Boening to approve minutes as presented. Motion carried.

**Treasurer's Report:** August 2021 unaudited financial reports were reviewed and discussed. Motion by Wright/Boening to approve unaudited financials as presented. Motion carried.

**Manager's Report:** Seasonal campsites were the highest rental ever. Rate has not increased in at least 16 years and will be addressed for next season. To date, no negative responses have been received.

For the 2022 season, every Saturday May through October is booked.

Newest amenity, fitness center, has been well received with over 200 members

The Pines course will close November 1; Lakes does not have a close date yet but will probably be the 3<sup>rd</sup> week in October.

November 1 – 3 Food and Beverage areas will be closed. Offseason hours will start after that but have fully not been determined yet.

Brush pick-up will start October 11 through the maintenance department and will cover the entire Lake Arrowhead area.

Member Christmas Social will be Saturday, December 4. Information will be in the next Lines and included in weekly communication.

October 4 is the volunteer picnic with RSVPs still coming in.

Capital list will start to be compiled in October for consideration in the 2022-2023 budget.

Signage is being considered now that building has been open for a few months and we have had time to see where the biggest area of need is. Signage at the Lakes will be included in this also.

September business – weather has been outstanding and has led to increasing in both food and beverage and golf.

**Committee Reports and Correspondence:** Common Areas – electrical at campground and HVAC at the Chalet will be on the capital list recommendation list as well as a few other things. Security had a good year this season with few complaints. Letter received from a member requesting cosmetic work be done on bathrooms on the golf course. This will be forwarded to common area for inclusion with capital list for 2022.

**Old Business:** Request from 2019 to stock perch in one of the lakes on the course. Request has been made for us to house perch that are able to be measured against fish in Lake Arrowhead.

Wheelchair discussion was held earlier to have in the banquet room for anyone that needs use. Handicap parking was also revisited. Discussion and research have been done with engineers and construction company as to how spots were decided. Distance from spots to current main entrance versus spots to old main entrance is only a five-yard difference.

Tennis courts continued to be reworked by Director Wright to be included across the street from the main building. This will continue to move forward. Question on inclusion on pickleball court and if noise will be an issue. Labor Day picnic fireworks were very well received and thanks to Rome Realty for sponsoring and Dick Hyland for putting on a fantastic display. Question on if ski show should be held at a different time and quantity of corn needs to be reduced.

**New Business:** Safety concerns – on areas of roads where golf carts cross, a larger presence of signs/painting for safety. This topic will be included with additional signage discussion. Employee Retention – suggestion made to the board to look at creative ways to retain all the staff we currently have through the winter. Issue of employee shortage will not be something that goes away anytime soon, and we need to look at how to keep the employees that we have.

**Closed Session:** Motion by Boening/Benkowski at 8:51 am to take a short break and move enter closed session to discuss personnel issues. Motion carried.

Motion by Bulin/Boening to leave closed session and return to open session at 9:22 a.m. Motion carried.

Next meeting date: Tuesday, October 19 at 8:00 am; Pines Clubhouse.

**Adjourn:** Motion by Wright/Bulin to adjourn at 9:23 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**October 19, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Chris Neidermann, Joel Barth

Members Present: Five

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** September 28, 2021 minutes reviewed. Motion by Wright/Bulin to approve minutes as presented. Motion carried.

**Treasurer's Report:** September 2021 unaudited financial reports were reviewed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Bulin/Wright at 8:02 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**October 19, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Chris Neidermann, Joel Barth

Members Present: Five

Meeting called to order by President John Halaska at 8:03 a.m.

**Minutes:** September 28, 2021 minutes reviewed. Motion by Boening/Bulin to approve minutes as presented. Motion carried.

**Treasurer's Report:** September 2021 unaudited financial reports were reviewed and discussed. Motion by Benkowski/Boening to approve unaudited financials as presented. Motion carried.

**Manager's Report:** Lakes Course will close after play on October 20 except for the Turkey Shoot on October 21. Food and Beverage Operations will be closed November 1-3. The association office and pro shop will be open normal hours. Off season hours will start on November 4, closed on Tuesdays, open for breakfast on Saturday and Sundays. Pines clubhouse and golf course will be closed on October 20 for a rather large Sand Valley event. Saturday, October 16 we held dueling pianos which was very successful.

**Committee Reports and Correspondence:** Common areas held last meeting for the season October 15. Committee has a big wish list for capital improvements to some of the other amenities that will be submitted. Security – nothing to report. Looking for more members for next year.

**Old Business:** Perch stocking – we are looking at stocking one of the ponds with perch so DNR can monitor growth between pond and Lake Arrowhead. Looking to have this completed yet this year. Wheelchairs – we have discussed this in previous meetings. Our insurance company made a very strong suggestion that we do not provide wheelchairs as we are not a medical facility.

**New Business:** Divot filling will happen yet this year on both the Lakes and Pines Courses.

**Closed Session:** Motion by Bulin/Benkowski at 8:10 am to enter closed session to discuss personnel issues. Motion carried.

Motion by Boening/Bulin to leave closed session and return to open session at 8:15 a.m.  
Motion carried.

Next meeting date: Tuesday, November 30 at 8:00 am; Pines Clubhouse.

**Adjourn:** Motion by Boening/Benkowski to adjourn at 8:16 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**November 30, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening, Tom Bulin  
Staff Present: Jill Cavanaugh, Chris Neidermann, Joel Barth

Members Present: Three

Meeting called to order by President Greg Boening at 8:00 a.m.

**Minutes:** October 19, 2021 minutes reviewed. Motion by Wright/Benkowski to approve minutes as presented. Motion carried.

**Treasurer's Report:** October 2021 unaudited financial reports were reviewed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** 2022 Golf Rates – this discussion will take place in the Lake Arrowhead meeting along with rates for Pines Course.

**Adjourn:** Motion to adjourn by Wright/Benkowski at 8:01 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.**  
**Board of Directors Meeting Minutes**  
**November 30, 2021**

Board Present: John Halaska, Greg Boening, Tom Wright, Bob Benkowski, Tom Bulin  
Staff Present: Jill Cavanaugh, Chris Neidermann, Joel Barth

Members Present: Three

Meeting called to order by President John Halaska at 8:02 a.m.

**Minutes:** October 19, 2021 minutes reviewed. Motion by Bulin/Boening to approve minutes as presented. Motion carried.

**Treasurer's Report:** October 2021 unaudited financial reports were reviewed and discussed. Motion by Benkowski/Bulin to approve unaudited financials as presented. Motion carried.

**Manager's Report:** Saturday, December 4 we have breakfast with Santa with 70-80 signed up so far and Saturday evening we have the member social. Budgeting process has begun and will take place over the next 6-8 weeks. Capital requests will be reviewed and prioritized. Campground increase has not deterred anyone from being a seasonal member. Perch were stocked in one of the golf course water hazards and will be monitored for growth by DNR.

Breakfast service on weekends started in early November and there has been between 40-60 each day. Property and certificate sales continue to remain strong with roughly 190 to date.

**Committee Reports and Correspondence:** Common areas submitted wish list to board for 2022 capital improvements and received information from 14-mile watershed on the West Lake Center. Correspondence has been received from a member, forwarded to board members for review, and response will be given if needed.

**Old Business:** nothing to discuss.

**New Business:** 2022 golf rates – staff recommends a \$1.00 increase in public play rates and no change in member rates. Board is agreeable with recommendation.

Solar Panels/Solar Power Shingles – question was asked by a member if this would be allowable. Discussion was held on pros and cons of installation. Recommendation is this is acceptable by the board on a case-by-case basis with A&E committee review.

Common area easement request – member inquired on utilizing a 10-foot section of common area near property. Director Benkowski took member information and will obtain additional information necessary to make a decision.

**Closed Session:** Motion by Boening/Benkowski at 8:27 am to take a five-minute break and then enter closed session to discuss personnel issues. Motion carried.

Motion by Bulin/Boening to leave closed session and return to open session at 8:46 a.m. Motion carried.

Next meeting date: Wednesday, December 22 at 8:00 am; Pines Clubhouse.

**Adjourn:** Motion by Boening/Bulin to adjourn at 8:47 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**East Briar, Inc.**  
**Board of Directors Meeting Minutes**  
**December 22, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski, Greg Boening

Board Excused: Tom Bulin

Staff Present: Jill Cavanaugh, Chris Neidermann, Joel Barth

Members Present: Four

Meeting called to order by President Greg Boening at 8:07 a.m.

**Minutes:** November 30, 2021 minutes reviewed. Motion by Wright/Halaska to approve minutes as presented. Motion carried.

**Treasurer's Report:** November 2021 unaudited financial reports were reviewed. Congratulations by Director Halaska on paying off the mortgage Motion by Benkowski/Wright to approve unaudited financials as presented. Motion carried.

**Old Business:** Nothing to discuss.

**New Business:** Nothing to discuss.

**Adjourn:** Motion to adjourn by Wright/Benkowski at 8:08 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

**Lake Arrowhead Association, Inc.  
Board of Directors Meeting Minutes  
December 22, 2021**

Board Present: John Halaska, Tom Wright, Bob Benkowski  
Board Excused: Tom Bulin, Greg Boening  
Staff Present: Jill Cavanaugh, Chris Neidermann, Joel Barth

Members Present: Four

Meeting called to order by President John Halaska at 8:00 a.m.

**Minutes:** November 30, 2021 minutes reviewed. Motion by Benkowski/Wright to approve minutes as presented. Motion carried.

**Treasurer's Report:** November 2021 unaudited financial reports were reviewed and discussed. Motion by Benkowski/Wright to approve unaudited financials as presented. Motion carried.

**Manager's Report:** Initial budget run was done earlier in the month and is in a comfortable place. We will tweak in the upcoming weeks with the plan to have budgets for the board to review in mid-January and act on during the January board meeting. The Member Christmas social was held Saturday, December 4 with 150 people in attendance. Holiday Hours – all areas area closed December 24 and 25. The association and pro shop will be closed Friday, December 31 with the lounge and restaurant opening at Friday, December 31 at 3:00 pm. New Year's Eve reservations are very positive with 100 right now with a week to go. A follow up to the property transfer discussion last month, the A&E committee has approved 22 home applications in 2021 compared to 9 in 2020.

**Committee Reports and Correspondence:** nothing to discuss.

**Old Business:** nothing to discuss.

**New Business:** Board field trip – Director Wright suggests a field trip for the board and/or staff with the increase in new members and construction to see changes. Joel will set something up and let everyone know.

Lake Arrowhead meeting paused at 8:06 am to hold East Briar meeting.

Lake Arrowhead meeting resumed at 8:09 am.

**Closed Session:** Motion by Boeing/Benkowski at 8:10 am to take a five-minute break and then enter closed session to discuss personnel issues. Motion carried.

Motion by Boeing/Wright to leave closed session and return to open session at 8:30 a.m. Motion carried.

Motion by Benkowski/Wright to move forward with enforcement of the fine policy for those properties that have not come into compliance through the A&E committee. Motion carried.

Next meeting date: Wednesday, January 26\* at 8:00 am; Pines Clubhouse.

**Adjourn:** Motion by Boeing/Benkowski to adjourn at 8:37 a.m. Motion carried.

Respectfully submitted,  
Tom Wright  
Secretary

\*1/7/22 – meeting date changed to Tuesday, February 1, 2022 @ 8:00 am; Pines Clubhouse