

New Beach Association, Woodland Beach Meeting Minutes

Date and Location	Tuesday, October 13, 2027 at the Beach Garage
I. Call to order	Al called the meeting to order at 5:58 PM
II. Roll call of the board:	Al Metdepenningen - President Pam Maser - Vice President Pam Metdepenningen - Secretary Bev Betts - Treasurer David "Monk" Jewell - Trustee Linda Gagne - Bookkeeper All present
III. Reading & approval of minutes of last meeting on September 9, 2026.	Alan made a motion to accept the September 15, 2026 minutes and Pam Maser seconded. All approved and the motion carried.
IV. Reading & approval of financial reports	Bev made a motion to accept the financial report ending Sept. 30 and Pam Maser seconded. All approved and the motion carried.
V. Unfinished/ Old business	● Zane purchased three (3) trees from Margo's and planted them in the park. One red oak was planted on the dry side between the Woodland Beach sign and the guard rail; two (2) silver oak trees were planted on the wet side in the park. ○ Total cost for trees and installation was \$1275.00 ● Pam Metdepenningen is applying for a grant for the butterfly garden from Wildflower Association of Michigan (WAM) located in Lansing, MI. The grant deadline is December 1, and recipients will be notified no later than Jan 31, 2027. Awardees will receive grant funds at a luncheon at Kellogg Hotel & Conference Center (219 S. Harrison Rd., East Lansing, MI 48824) in March. The grant proposal included a Proposed Line-Item Budget: ○ Native Plants & Perennials: \$150.00 ○ Wood Mulch \$4.00 a bag x 5 bags (9 cubic feet) ○ Commercial Grade Coarse Sand \$30.00 for 100 lbs

- Wooden Butterfly House Habitat Element \$109.99
[BestNest.com](https://www.bestnest.com/)
- Educational Plant ID Signs estimated \$200 from
<https://www.fastsigns.com/>
- Registration for Monarch Waystation including sign \$40
Registration for North American Butterfly Association including sign \$50
- Tents were purchased for the beach for the annual meeting. They will be stored in the Beach garage.
- Election of new officers for the 2026-2027 year. Only two candidates signed up so no vote was held.
 - Everyone accepted their new positions.
 - Linda Gagne is going to stay on in the bookkeeper position.
- David Jewell donated a new Gateway laptop for New Beach Association business.
 - Our resident tech support contact, Tom King, set it up with a new Gmail account and a shared Google Drive to streamline the process of posting meeting minutes.
 - Windows 10 Extended Security Updates through Oct. 12, 2027
 - Pro's:
 - Wireless
 - 2 USB Ports
 - 1 USB-C Port
 - SD Card Reader Port
 - Internal Camera (for Zoom or other uses)
 - Audio works fine and has external Headphone Jack
 - Will do the job for now, but we may want to upgrade to a newer model later
 - Con's:

- Small Capacity Battery (about 2-3 hours between charges)
 - Intel Celeron Processor (Cheap Processor, does not meet Windows 11 Standards)
 - A little slow
 - Small Screen
- He is also checking to see if he can fix the alignment on the New Beach Association office printer.
- Connie Lupro and her family have volunteered to clean up the beach on a regular basis using her family's four wheeler.
 - The board approved the purchase of a rake for up to \$300.00 as well as reimbursement for gasoline. Ms. Lupro asked if it might be possible, if needed, for the rake to be stored in the Beach garage.
 - The Lupro family found a rake for \$292.53. We gave a check for \$300 to cover her gasoline.
 - She will put a sticker on the four wheeler so residents know she has permission to drive on the beach while volunteering, and other residents will know not to drive four wheelers on the beach.
 - She and her husband, Jack, did a trial run on a portion of the beach, and we were pleased with the results.
 - They are planning to rake the beach at least one more time before winter. The board members will join them to help as well.
- Al got three quotes to purchase a new business phone.
 - Spectrum- \$699.99 for the phone; \$41.95 for device taxes; \$19.44 fee per month for text and calls
 - Verizon- \$90.00 for the phone; \$15 a month after processing fee waived upon purchase
 - Trac Phone - Free phone; taxes and activation fee \$119; \$41.00 for the first three (3) months; \$13.00 a month after that.

	■ Based on these three quotes, he purchased a new Trac phone. He was able to keep the same phone number. ■ Al will call every three months to purchase the next installment. ● Pam Metdepenningen reprinted the by-laws booklet to make it easier to read. She included a table of contents to help navigate through the booklet smoothly if residents have questions at a meeting. ○ The language was unchanged, only the format was changed. ○ Tom King will update the website to include the changes to the font.
VI. New Business	● The Board discussed purchasing a secure, outdoor, locking dropbox to receive Beach assessment payments. ○ Al researched and found two possible solutions. Using one of these drop boxes will eliminate residents dropping off payments at Board members' homes. ■ lockingsecuritymailbox.com offered an Outdoor Direct Weather Payment Dropbox (10.25" W x 10" H x 20" D) that can be mounted on a pole outside the Beach garage fence. The cost of the dropbox is \$499.99. Pole, mounting hardware, and lettering is extra. ■ fortknoxmailbox.com offered a Small Payment Box High Security Locking Cash Collector (10"W x 10" H x 21"D) that can be mounted on a pole outside the fence. The cost of the dropbox is \$425.00 with a standard 7 pin tubular lock or an upcharge of \$95.00 to upgrade to a Vault Lock Extreme Medco with 2 Keys. Pole and mounting hardware is extra. Lettering is included.

	● Also discussed were options for receiving online payments such as Zelle or PayPal. Al asked at the bank while setting up the new authorized signatures. ○ First Merchant Bank does not have the ability to accept Zelle payments. ○ They do offer an online payment option for a fee. The bank representative, Heather Schalm, will contact the representative who is in charge of mobile payments and get back to Al. The board feels that more people would use the dropbox than online payments. Also, people can set up their own online payments through their own bank. David made a motion to spend up to \$700.00 for an outdoor dropbox. Pam Maser seconded. All approved and the motion carried. ● Pam Metdepenningen is researching ways to securely scan and upload historic New Beach Association meeting minutes to the new Google drive to preserve the integrity of important non-profit documents dating back to 1923. ○ Documents can be scanned, uploaded into Google Drive, sorted chronologically, stored in the cloud, and also converted to a PDF file as a backup to protect historical minutes. ○ The original documents will be kept in secure storage boxes.
VII. Open Discussion	● The board contacted Larry Smith with the Resort Authority to remove the downed tree on the boulevard and to assess the tree on Maplewood. He will remove the tree on the boulevard, but the Maplewood tree is scheduled to be heavily trimmed. ● Linda did the workman's comp audit on September 30th. Our rates will increase by \$62 a year.
VIII. Adjournment	Alan made a motion to adjourn the meeting at 6:40. David seconded. All approved and the motion carried.

