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# Caribou Lake Annual Association Meeting

June 12, 2021

- **Call To Order:** President Tom Marchand called meeting to order at 10:05am. Nobody wants to re-read 2020 minutes and no corrections were brought forward. Motion brought forward to accept minutes. Motion accepted.
- **Financials:** Treasurer Julia (Yuliya) Mader read financials and account balances. Julia noted that expenses were 2.1 times higher than revenues received. Financial report added to bottom of minutes.
- **Audit report:** Paul Manns completed audit and noted anything over \$100.00 was audited and reviewed and everything was in order with no issues or discrepancies found.
- **Harvester repairs:** President Tom Marchand noted that 2020 low lake levels had a rock that damaged the harvester requiring repairs.
- **Election of officers:** 3 retiring officers: President Tom Marchand, Secretary Mary Manns, and Treasurer Julia (Yuliya) Mader. Call for nominations.
  - President: Cory Garden nominated – Cory Garden accepted.
  - Vice President: - Jowain Wallin nominated – Jowain Wallin accepted.
  - Secretary: Carrie Romundstad nominated – Carrie Romundstad accepted.
  - Treasurer: Jennifer Garden nominated – Jennifer Garden accepted.
  - Call for any other nominations. No other nominations.
  - Motion to close and accept brought forward and accepted.
  - Motion to cast unanimous ballot brought forward, seconded, and accepted. Asked if any opposition. No opposition.
- **New Board Members:** Remaining agenda points handed out to attendees.
- **Introductions**
  - Each board member provided an introduction of themselves including background and anticipated role and interaction with the association.
  - New board members recognized retiring board members and thanked them for their many years of service and provided personally donated gift of flowers/gift card from the new officers.
  - New officers asked if there were any questions and concerns. None brought forward.



- **Budget / Financial Plan**

- Discussed the need for an operational expenses and revenue plan with a 3-year forecast. We heard from Julia (Yulia) that expenses are 2.1X the annual revenues received from memberships and donations and this is a problem for an organization that intends to maintain a healthy association and continue harvester operations/lake health in the future. Discussion surrounded goals to increase membership to 100 members and increase awareness of budgets and fundraising efforts. We don't want to raise fees to high levels but to be transparent with information and potentially increase fundraising activity to offset the imbalance. The numbers really have to be run; however, discussion surrounded \$110 - \$175 annually (per member) based on preliminary numbers depending on where we are at with participating members and/or fundraising.
- Julia (Yulia) recommended to new board members that regular audits are maintained, which is good practice and will be maintained by new board.

- **Communication**

- New board noted that the yearly newsletter mailing will remain; however, this is expensive and we want to add electronic distribution(s) as well. We stressed the importance of registering online at the website and/or sharing and email with your membership form.

- **Events**

- The annual picnic has plans to come back this year. It was noted that we might look at a "block party" style event.
- There will be additional "fun"draising events to get involved with the lake and discussed the potential for races with hidden numbered ducks, kids fishing, etc...
- If there is anyone interested in helping with an event (or has an idea for an event that they are willing to help with), please contact a new board member.
  - Cory Garden will need email address setup. Carrie Romundstad and Jowain Wallin have Caribou Lake Association email currently. Jennifer Garden will inherit treasurer email address that is already in place.
    - [cromundstad@cariboulake.org](mailto:cromundstad@cariboulake.org)
    - [jwallin@cariboulake.org](mailto:jwallin@cariboulake.org)
    - [treasurer@cariboulake.org](mailto:treasurer@cariboulake.org)

- **Harvester Operations**

- Cory Garden discussed the hiring plan. There were 26 contractor applicants downselected to 5 interviews. 2 contractors were hired and we introduced one of the contractors that was able to attend the meeting.



- The Summer Operations Plan includes an 88 day cut permit that began on June 10, 2021; however, the harvester has only been out for training and is currently down for a hydraulic repair. The upcoming week should have information on return to service timing.
- A new Inspection Report and Incident Report have been implemented to ensure safety protocols are in place for operators and property owners.
- The Weed Cut Map is from 2013 and will be updated this year per the DNR and Cory will work with the Brainerd office in the fall when they are updating our map.
- Discussion surrounded that the Caribou Lake Association is not (and should not be) a single-focus association – i.e. weed harvesting. There are many elements to lake health and association focus and this should be one element but does need some continued progress. The goal was never to eliminate all weeds from the lake as that would not be great for lake health and biodiversity; however, a healthy balance for everyone. There was discussion about property what property owners can cut and what the CLA permit will allow for Association cutting distance to shore (closer for property owners). Took action to validate distances for clarity and update in communication.

It was noted that there is a lake entry spillway by Birch Point that is eroding with the lower lake levels. County is responsible for this and we may want to push the county for a plan with timing. Invited member to provide more details after meeting to ensure this was captured appropriately but did not sync up. Email [cromundstad@cariboulake.org](mailto:cromundstad@cariboulake.org) with any updates.

Weed dumping was a topic of concern and the current trailer is not the easiest for hauling or dumping weeds. It would be ideal to have a hydraulic dumping trailer that allowed more vehicle hitch connection and ease of dumping than the current “snowmobile” type trailer. Discussion surrounded cost and potential to offset with member donations for use. However, a budget needs to be complete before CLA can look at capital purchases.

- Potential would be for fundraiser for dumping trailer (\$5,200 total with registration and tax) – already looked into motor vehicle sales tax avoidance on 501C3.

- **Volunteers**

- Weed hauling – Bob Foucault ,Dan Urshan, and Ian Lewandowski volunteered at the meeting. Note, **we need more than just the people at the meeting volunteering for assistance with this.** If we want the harvester running, when it fills up we need a way to clear out the weeds. We don't want to pause operations for lack of weed hauling help. Please contact Jowain Wallin if you can volunteer with weed hauling: [jwallin@cariboulake.org](mailto:jwallin@cariboulake.org).



- What works the best is 20-30 mins before it is ready, the operator coordinates a call to the volunteer(s)
    - Discussion surrounded if we can use 16+ with valid driver's licence volunteers versus requiring 18+. Noted we would look into any insurance issues but this might be a good way to get more volunteers. Especially if we can throw in a CLA volunteer hat or t-shirt.
    - Discussion surrounded if we can get NERCC to help with this. Cory thought that with the transport and not single location work, there may be an issue with this but he will reach out to administration and ask the question.
  - Others: Asked if anyone is doing any volunteer work we don't know about because we are documenting all CLA work and contact information. If anyone that wasn't at the meeting is reading this and does volunteer work for the lake please email your contact information to [cromundstad@cariboulake.org](mailto:cromundstad@cariboulake.org).
  - AmazonSmile: Reminded attendees that this is an easy way to give back to the lake and an easy setting on your phone. We would be available after the meeting if anyone needed any assistance setting it up.
- **Other Discussion:**
    - **Transparency and communication:** This was brought up in several points that the biggest thing for members and non-members is transparency and communication about what is going on with the association and/or lake because if you aren't informed you don't have the ability to know where you stand. Discussed newsletters and getting emails because this is important for everyone to continue to stay engaged and aligned. Communication items also discussed releasing more about what the organization is doing for members, benefits to the lake, progress over time. Also brought up ideas on including little known facts on past history and things that have always been done in the background of the association and work to inspire.
    - **Free items at Intersection(s):** Motion brought forward for the Association to contact the county regarding the continued placement of free items at the road intersection(s). Discussed as intersection of Industrial Road/Holly Lane and Sunny/Shady Lane. Motion accepted and Cory will contact county.
    - **Mail/Package Theft:** Noted that this has increased on Birch Point Road; however, the area in general is seeing an increase. Discussed that we can increase communication on this and talked about sharing information on USPS informed delivery (and UPS/FedEx notifications) and a picture of what a locking mailbox looks like.
    - **NERCC Escape Concerns:** Discussed concern over continuing to not get notified if there are escapees from NERCC. Discussed the notification system



that has been released that some were aware of but not all at the meeting. Noted this as an item to release for communication.

- **Industrial Road Sign:** Question on how to get your name on the sign. There is a requested \$15.00 donation and once a year, volunteer Jeff Charnes posts a note on the sign asking if anyone needs name updates. Jeff Charnes makes the signs and volunteer Paul Manns does the finishing work on the signs. Making a note to post more information on this on the website. Additional discussion surrounded that this is currently for members only (mostly property owners but not all – rules should be clear!); however, there may be a way to get more involved if there was more ways to participate. It was also noted to consider charging more with a discount if you are a member as an idea for additional fundraising.
  
- **Handoff Items:** Noted that the following information will transfer from prior board members to new board members along with any other notable items needed.
  - By-Laws
  - Keys and banking transfer
  - FaceBook admin
  
- **Motion to Adjourn:** Cory Garden called for motion to adjourn at 11:58am. Motion accepted.



## Financial report for the fiscal year 6/1/2020-5/31/2021

Checking account balance on 5/31/21 - \$11,613.51

Capital Equipment (ECO Harvester) account on 5/31/21 - \$14,676.03

Regular Savings account on 5/31/21 - \$2,982.21

Donations (income)

- Membership dues - \$2,914.00
- Saving account donations - \$1,733.00
- ECO HARVESTER donations - \$300.00
- Thrivent fund donations - \$145.00
- Amazon.com donations - \$38.15

Total interest paid for 3 accounts: \$7.06

Total receipts: **\$5,137.21**

Total funds available as of 6/12/21: \$28,980.75

Expenses:

- Weed harvesting labor/payroll – \$3,069 for 170.5 hours of labor
- Fuel - \$434.96
- ECO Harvester hydraulic hose repair - \$3,499.89
- Misc harvester expenses (grease, etc.) – 340.03
- Dock install/remove Spring/Fall - \$160.00
- Liability & harvester ins - \$629.00
- Workman's comp insurance - \$ (741+73) after audit = \$814 + \$755 for this year= \$1,569.00
- Weed harvesting permit DNA - \$277.00
- Office supplies - \$33.00 (stamps) – 37 stamps left;
- Printing, laminating, mailing - \$391.72
- MLR membership - \$150.00
- PO BOX rental - \$150.00
- Eagle Project Loon Nest – \$197.09
- Securing CLA website to accept online payments - \$127.98

Total expenses: **11,028.67**

