

# Bass Lakes Area Environmental Partnership

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## 24 March 2022 - Meeting of the Board Minutes

Commence: 1500

Adjourn: 1633

Location: Lisa's house and Zoom

Attendees:

- President: Lisa Adams
- Vice-President: Tom Shear
- Secretary: Heidi Haskins (absent)
- Treasurer: Ruthanne Gilbert
- Director: Jeanne Kavanagh
- Director: Linda Irmscher (absent)

Agenda:

1. Jerry Kass - guest speaker at June 18th Lake Meeting
  1. Resource Management Specialist, USDA Natural Resources Conservation Service
  2. Works through Mason-Lake Conservation District
  3. Shoreline specialist
2. MSU Mobile boat wash scheduled at BBL boat launch July 2nd
3. MLSA annual membership - Jeanne
4. Renewal of PO Box - Jeanne
5. Ruthanne & Lisa still need to go to PNC to change signatures
6. Update on LOSB inquiry re: free checking and PayPal - Ruthanne
7. Board approval to post annual report on website and announce through email distribution and FaceBook
8. BLAEP email addresses for Board officers
9. GLE grant application for DASH with re-vegetation
  1. If denied, consider going through BBLBPOA to fund DASH from SAD
  2. Contact Jamie Fellingner
  3. Contact Elk Township Treasurer to obtain account balance
10. Property owners BMPs from Glen Lake Guardians (from March 22nd webinar)
  1. Discovery Boat
    1. Contact WSCC for potential student involvement
    2. Contact Erick Elgin for content
  2. Info tables at Natahka Store and Dublin Store
  3. Check out their website: [Glen Lake Association](#)
11. T-shirts
  1. Decide on cost of shirts, shipping
  2. Distribution strategy
  3. Pre-orders
12. Schedule Shoreline Living magazine distribution (before or after the June 18th meeting?)
13. Schedule score-the-shore for the summer

14. AOB

Meeting Notes:

1. Jerry Kass from the USDA Natural Resources Conservation Service will present information about shoreline conservation/restoration at the June 18<sup>th</sup> Lake Meeting
2. MSU Mobile boat wash scheduled at BBL boat launch July 2nd
  - a. Lisa has notified Ron Monroe from DNR about getting permit
  - b. Solicitation of volunteers will happen in June
3. Jeanne paid the \$50 MLSA annual membership fee
4. Jeanne renewed our annual \$48 PO Box
5. PNC account will be closed
6. Ruthanne and Lisa will be opening an account at LOSB
  - a. Motion to close PNC account and open LOSB account was made by Lisa, seconded by Tom
  - b. Unanimous vote in favor of changing banks
    - i. Linda gave proxy vote to Lisa
    - ii. Heidi gave proxy vote to Tom
7. Unanimous vote in favor of publishing 2021 Annual Report
  - a. One suggested edit: add a statement encouraging people to send their email addresses to update our distribution list
8. BLAEP email addresses for Board officers
  - a. Topic tabled, no one wanted to do it
9. GLE grant application for DASH with re-vegetation
  - a. Board members encouraged minimal effort for application
  - b. If denied, consider going through BBLBPOA to fund DASH from SAD
  - c. Contact Jamie Fellingner
  - d. Contact Elk Township Treasurer to obtain account balance
    - i. Board agreed with this strategy
10. Property owners BMPs from Glen Lake Guardians (from March 22nd webinar)
  - a. Discovery Boat
    - i. Board agreed to move forward with this idea
      1. Tom will contact his son's friend to see if he would be interested in doing this one day during the summer
        - a. If he is not interested, then Lisa consult with Jo Latimore/Erick Elgin about potential college student involvement
      2. Once we have a person lined up to do the Discovery Boat activity, Lisa will contact Erick Elgin for content
    - ii. Ideas on duration and frequency
      1. One hour sessions
      2. One Saturday during the summer with multiple sessions OR multiple Saturday mornings during the summer
  - b. Info tables at Natahka Store and Dublin Store
    - i. Table these activities for summer 2022
    - ii. Revisit next year

## 11. T-shirts

- a. Tom presented information and pricing recommendations from Heidi

**Initial T-shirt Order Summary and Recommended Sale Pricing**

Screen printing ink paid up-front in number of shirts: 100

Number of t-shirts ordered: 82

Screen printing ink remaining in number of shirts: 18

Note: Remaining ink will be applied to future orders before additional print charges are added to the account.

Model	Sleeve/Neck	Color	Size Range	Number	Cost (total \$)	Rec. Price (\$)
Adult	Short/Crew	Ash	M-XL	28	10.50	21.00
Adult	Short/Crew	Ash	2X-3X	10	12.50	23.00
Adult	Long/Crew	Ash	M-XL	16	16.50	27.00
Ladies	Short/V	Aqua Blue	M-XL	12	11.50	22.00
Ladies	Short/V	Sport Gray	M-XL	12	11.50	22.00
Ladies	Short/V	Aqua Blue	2X	2	13.50	24.00
Ladies	Short/V	Sport Gray	2X	2	13.50	24.00

**Alternate Pricing Recommendation: flat rate of \$25.00 for adult or ladies short sleeved t-shirts; flat rate of \$30.00 for long sleeved shirts.**

- i. Tom and Heidi donated the \$75 art fee to get the initial order started
    1. They have loaned the BLAEP \$1094 to pay for initial order of 82 shirts to be repaid once we have sold shirts
  - ii. After much discussion, the board unanimously agreed on the first recommendation of selling shirts in the \$21 - \$27 brackets
    1. Motion made by Tom, seconded by Lisa
  - iii. For shipping, Tom will purchase 100 shipping bags from Amazon (~\$12.95)
    1. Mail through USPS
    2. Flat fee of \$5/shirt
    3. Motion by Tom, seconded by Jeanne, unanimously agreed
  - iv. Ruthanne will look into whether or not we have to report t-shirt profits to the state of Michigan
- b. Distribution strategy
- i. Tom and Heidi will control the inventory
  - ii. Pre-ordered shirts will be pre-paid, regardless if they are picked up or mailed
  - iii. People can pick up shirts at the Sauble Pavilion (dates TBD) and pay then
    1. If we do not have what they want in inventory, they pre-pay and either pick up later or have mailed to them
  - iv. Lisa will draft an order form and upload to website
    1. Payment by check mailed to PO box or through PayPal
12. Schedule Shoreline Living magazine distribution (before or after the June 18th meeting?)
- a. Distribute before June meeting
  - b. Determine distribution routes and responsibilities next meeting
13. Schedule score-the-shore for the summer
- a. Lisa will create maps
  - b. Surveys will be performed in July
  - c. Determine teams and locations at a later meeting before July

14. Treasurer's Report

Treasurers Report Monthly

Treasurers Report March 24, 2022

	debit	credit	
			<b>\$2,758.03</b> beginnig bank 12/21
2/7/22 Trout Unlimited distributed funds for Laird Nort Grant		\$6,000.00	
2/10/22 Pay back loan from grant funds Lisa Adams	\$6,000.00		
3/10/22 Refund of Little bass lake testing Michigan State		\$30.00	
3/17/22 USPS PO Box Fee	\$48.00		
3/20/22 Michigan Lake and Stream Membership 22-23 Dues	\$50.00		
			<b>\$2,690.03</b> ending bank balance

Have set up Pay Pal and PNC Bank into software Quicken. The Pay pal does download to the program so it shows where all funds are received from.  
 RuthAnne still learning Paypal.  
 LOSB Bank does not have fees if using the Business E checking 150 transactions per month if over \$.20 per transaction.  
 And does have online Bill pay. Free ATM or Debit Card upon request. Online Banking and 24 hour banking via telephone.  
 Benefits would be if we needed financial support in future, they are local and may participate in our programs, possible financial support.  
 PNC Bank Ruth has access to the online now.

15. Lisa encourages all board members to attend the MLSA conference
  - a. We might not be able to cover the \$100 registration fee
  - b. If not, the fee will be considered a donation to the BLAEP

Respectfully submitted by Lisa Adams