

## **Donnell Lake Conservation Club – Meeting Minutes**

**Date:** April 11, 2026

**Recorder:** Lori Allen, Secretary

**Board Members Present:** Gerri Sly, Doug Hertel, Lori Allen, Sue Golden, Jeremy Wassner, Kevin Cartwright(remote), Garrett Libertowski, Sherry Krask, Kim Barnbrook, Pat Frame, Gina Bergstrom

**Board Members Absent:** Debbie Chris, Jason Bay

**Community Members Present:** *Jim Barnbrook, Lauren Hodges, Conrad Allison*

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### **I. Call to Order & Approval of Minutes**

- Called to order regular meeting of DLCC on 4/11/26 at 9am.
  - Minutes from last regular meeting in November will need to be approved at May meeting  
Need to add Approval of Minutes to the agenda.
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### **II. Open Issues**

#### **1. Upcoming Events**

- a. **Spring Clean Up Club and Grounds– May 2<sup>nd</sup> – All Board participation**
  - o Detailed task list for items included in clean up sent out by Gerri, examples included below:
    - Cleaning tables, chairs, kitchen, bathrooms, windows
    - Washing all utensils
    - Clearing leaves and sticks from grounds
  - o Leaves and brush to be moved to designated burn pile;
  - o Basement organization identified as separate, all-day project for a later date
    - Dumpster may be needed for basement cleanout; two dump passes offered as alternative
  - o Most cleaning supplies already available on-site
  - o A standardized cleaning checklist will be developed for future use
- b. **Memorial Weekend Pancake Breakfast**
  - o Coordinators: Sue Golden and Kevin Cartwright
  - o Items needed:
    - Sue is organizing volunteers and asked about the system that a DLCC member offered to share last year. Lori offered to follow up with the member to see if there is time to implement the system prior to Memorial Weekend.
    - Kevin will check status of the pancake mix supply
    - Backup cooking capacity available; new large griddle assembled.
    - Past notes on improving line management, screen content will be retrieved and shared with coordinators.
    - Conclusion: Cooking stations and equipment largely prepared; volunteer coordination and line management improvements to leverage prior notes

## 2. Strategic Planning Short/Long Term

### a. Update

- o Winter meetings produced many ideas; limited progress due to time constraints.
- o Active initiative: fish habitat work by subcommittee.
- o Member survey developed; prune outdated questions (e.g., boater safety or swim lessons if covered elsewhere).
- o Annual letter pending printer; include questions about members' talents, resources, and funding interests.
- o Use visual fundraising displays at events to highlight goals and fund allocation (e.g., fireworks)
  - Examples include: Donation buckets assigned to specific categories (e.g., "mimosas tip" supporting a designated event or need); Visual thermometer to track and display progress toward fundraising goals
- o Orientation plan and minimum expectations for board members need to be developed
- o Create rinse-and-repeat checklists and processes.
- o Conclusion: Prioritize member engagement (survey, visual trackers), role expectations for board members, and standardized checklists for repeatable operations.

## 3. Safety Efforts

### a. In Person Boater's Safety Class – June 20<sup>th</sup> 8am-12pm.

- o Secured with DNR; requires two instructors; limited Saturday availability.
- o Class format: 4-hour in-person review and testing; materials sent upon signup
- o Capacity up to 50; prefer at least 30; signup via DNR site link (to be posted).
- o Up to 100 boater safety booklets ordered for distribution.
- o Outreach targets: nearby lake associations (e.g., Diamond Lake), contacts like Corey Lake, Birch Lake, dock/pier vendors, fire department, promote at upcoming events.

### b. Boat Safety Inspection Day – June 6<sup>th</sup> 11am – 2pm

- o Sheriff will facilitate free inspections (i.e. life jackets, throwable devices, fire extinguisher); sticker issued upon passing.
- o Non-ticketing event to prevent citations.
- o Location at end of Gerri and Corey Sly's pier and will be marked by a check-in flag.

### c. Swim Lessons

- o Miriam Cartwright coordinating with YMCA for week of Fourth of July.
- o More information to come.

## 4. Goose population Control

- a. Board clarified goose management is led by a private individual.
- b. Process: township resolution/permission, DNR application/approval, licensed contractor performs work, reporting to DNR on nests/eggs.

## 5. Weed Control – contract renewal year per the Penn Township Board

- a. Weed program since mid-2000s; township acts as pass-through for assessments on tax bills.
- b. Township will not hold the responsibility of choosing the vendor.
  - o Current vendor contract with Progressive AE expires this year.

- o Lake residents will recommend the vendor Progressive AE to the township board.

### **III. Subcommittee Updates**

#### **1. Conservation Plan/Fish Stocking – Jeremy Wassner, Jason Bay, Jeff Corey, Jim Barnbrook**

##### **o Fish habitat**

- Michigan DNR reviewed fish habitat permit; application submitted; over 100 property permissions secured; strong community support.
- No financial commitments or purchases yet; draft includes locations, types, permissions.
- Expect several months for state response; DNR supportive but awaiting internal approvals, including fish survey finalization.
- Permit valid for five years; winter work may be more feasible for moving structures; costs expected to be low using natural materials.
- Potential grant funding anticipated around August after permit approval.
- Conclusion: Await state feedback; return with structured plan and budget post-approval.

##### **o Fish Stocking**

- Last year's fish stocking mostly funded by private donations; club covered a small portion.
- DNR recommended pausing stocking until habitats are in place.
- Update membership form verbiage to "Lake conservation, fishery management and fish stocking"

### **IV. Financial Update**

#### **1. Recap of Year to Date**

- o Approximately \$60,000 cash on hand, primarily held in the raffle savings account
- o Year-to-date hall rental income: \$500
- o Expenses to date include approximately \$1,400 for licenses, taxes, and fees, and \$3,700 in electricity since November
- o Noted that the Treasurer role is complex and presents a potential succession risk
- o Confirmed that all required licenses (liquor and raffle) are current, IRS filing has been completed, and the July Fourth fireworks contract is secured.

#### **2. Improvements to financial processes**

- o Route invoices/quotes to PO Box or club email for direct vendor payment
- o PayPal to be used as the preferred method for reimbursements due to efficiency and QuickBooks integration.

#### **3. Membership Forms**

- o Mailed 1<sup>st</sup> week of April
- o Recommendation to add a checkbox to the form to gauge interest in youth participation in club events to help create a contact list of interested families for future activities.

## **V. New Business**

### **1. DLCC Merchandise**

- o Doug Hertel offered to take lead on DLCC merchandise
- o Proposal with samples to be presented at the next meeting

### **2. DLCC Meeting Schedule**

- o General meetings for June, July, and August will be moved from Saturday mornings to Thursday evenings at 7:00 PM.
- o Remote participation via phone will be available.
- o September meeting rescheduled to Thursday, September 10<sup>th</sup>.
- o Motion to approve the meeting schedule changes was made and passed.

### **3. Member Communications and Engagement**

- o Current DLCC email system identified as outdated, resulting in missed member communications.
- o A new master contact list will be manually created annually from paid membership applications, allowing multiple emails per household and removal of non-renewing members
- o A members-only Facebook page was discussed to centralize and control official club communications.
- o Discussed advantages and need to use multiple communication channels. Examples include: flyers at DLCC events, digital reminders at DLCC events, updates via social media, use of a static QR code linking to a single, regularly updated webpage was identified as an effective communication tool, and signage at the public launch.
- o Board recommends we add “Member Communication and Engagement” as permanent agenda item.

## **VI. DLCC Board Comments**

### **1. Question raised regarding sharing local garage sale information**

- o Coordination is the responsibility of individual property owners/residents.

### **2. Boat Shrink Wrap Collection**

- o Gina Bergstrom is collecting boat shrink wrap; trailer available at her house.
- o Instructions: remove ropes/vents; include only wrapping; roll tightly; deliver to Gina Bergstrom

### **3. DLCC Sign Maintenance**

- o Lauren Hodges offered to manage sign maintenance, including organizing and cleaning letters, and prefers direct ownership for consistency

## **VII. Public Comments- Non-Board Members**

### **1. Request to consider process for welcoming new lake residents**

- o Information sharing on lake community, boater safety, DLCC membership and sponsored events
- o Board noted this topic was discussed during strategic planning; while a formal process is not yet established, individual Board and DLCC members have begun informally welcoming new lake residents
- o Board thanked the member for attending and submitting the idea.

## **VIII. Board Adjournment**