



## 2020 – 2021 Annual Report March 2021

### Review of 2020 Activities

#### Invasive Variable Milfoil Management and Mitigation

BLIMP's mission has always been to mitigate the impact of invasive variable milfoil by controlling its spread via DASH (Diver Assisted Suction Harvest) and herbicide treatments where allowed. We know that we will never eliminate the plant, but we strive to reduce it as much as possible. We carry out this mission abiding by the rules and regulations of both Maine and New Hampshire.

The 2020 DASH operation spring season ran from May 16<sup>th</sup> through June 19<sup>th</sup>. The fall season ran from September 14<sup>th</sup> through October 9<sup>th</sup>. The total volume of milfoil was significantly less than in the previous 10 years. Reasons for this reduction include: harvesting much smaller plants; the continued effect of the 2019 application of ProcellaCOR; and the 2020 spring application of ProcellaCOR in Woodman & Chick's Mill ponds (see below).

The DASH team for 2020 included three of our experienced divers (Steve Church-spring & fall; Delian Valeriani-spring & fall; and Dan Ramos-fall) as well as two crew members who have grown up on Balch Lake (Ben Polito and Jeffrey Glassman)

Kathleen Lisbon, vice president for on-water operations, once again did a great job coordinating the dive operations. Compared to the previous summer we had very few mechanical issues. Kathleen also continued to develop BLIMP's relationship with Lake Arrowhead's Dash operations.

- See APPENDIX I for Harvest Details

Based on Amy Smagula's 2020 spring survey there was agreement that no herbicide treatment of Balch would be required in 2020. However, recognizing that the upstream infestation of variable milfoil in Chick's Mill Pond and Woodman Pond was impacting Balch, BLIMP requested that NH-DES survey both ponds for variable milfoil. NH-DES subsequent survey found significant infestations in both ponds. The BLIMP Board voted unanimously to apply for a NH-DES grant to treat both ponds at BLIMP's expense. The ProcellaCOR treatment of 15.9 acres (Chick's and Woodmans) occurred on June 11, 2020.

## **Funding and Financials**

All of our efforts to protect Balch Lake can only take place if we continue to succeed in fund raising. The COVID19 pandemic made 2020 a more difficult year for generating revenue.

Our funding comes from three primary sources (**See Appendix II for Details**):

- 1) Camp contributions – contributions decreased both in total dollars (down \$3,386) and number of camps contributing (down 54).
- 2) State and local governments:
  - Maine increased our DASH grant funding by \$ 800
  - New Hampshire's total contribution was less; however, that was a result of decreased acreage treated (68 in 2019; 15.9 in 2020) NH actually increased the rate of repayment from 25 % to 40% of actual costs
  - The towns of Acton, Newfield and Wakefield provided the same funding.
- 3) Fundraising felt the biggest impact from the COVID restrictions totaling \$ 3,700 less than 2019. Many of the "normal" fundraising events were canceled (boat parade, poker run, bake sale. & swim for Balch). Fortunately, several other events helped including: calendar sales, mini-Fish Stock, and a phenomenal effort by Elaine Hall who made and sold \$ 1,500 worth of masks.

## **Volunteer Support**

Another great year of wonderful volunteer participation. Some of the milestones include:

- Science Committee - John Castellot's committee was busy with a new project – water quality testing. During the summer of 2020 the BLIMP board voted to have John research and develop a methodology for on-going water quality testing on Balch. Funds have been budgeted for 2021 to initiate the program
- Fund raising – Linny Seaver's fund raising was heavily curtailed as mentioned above, but the wonderful people of Balch found ways to make it happen in spite of COVID. Thanks to Elaine Hall (masks), Mike Moscaritolo (calendars) and Gary Poisson (mini-fishstock)
- On Water Support - Kathleen Lisbon has had the quiet support of many people with tasks such as taking the DASH dock in and out. Thanks to Zach Statdfelt for helping get the DASH boat all cleaned before the season began, Dennis Racine for DASH boat commissioning, decommissioning, and storage, Jack and Ellen McAdam for once again allowing our dive crew to use their camp for the whole DASH season.
- Net Cleaning – this was the first year we managed without Nancy Charest managing the Net Cleaning Schedule. Many thanks to all who helped across all the associations.
- Secretary – Bruce & Denise Bowden of the Ridge assumed the secretarial role in 2020. They are doing a great job & also assist with gathering demographic information for the Solitude herbicide treatments.

## **Planning and Goals for 2021**

### **Invasive Variable Milfoil Management and Mitigation**

#### **DASH Operations:**

- DASH boat spring operations will begin mid-May for 4-6 weeks. The fall season will run for 4-6 weeks after Labor Day. The DASH crew will include 2 divers and 1 on-deck crew member. Steve Church will be back as our lead diver. Dan Ramos will return for his 4th season as a diver. We are currently looking for an on-deck crew member for the entire season. Please let us know if you are aware of anyone who might be interested.
- On-Water Support Team – Kathleen begins her 3rd year in charge of all DASH operations. She is actively recruiting individuals to join her newly formed “On-Water Support Team” to help with everything from dock launching to lake surveys. (Sue – I took the BOLD off the section).

#### **Herbicide application:**

- NH-DES has authorized up to 35 acres on Balch for treatment with PorcellaCOR. Amy Smagula’s spring survey will determine the number of acres to treat & whether treatment is necessary. We have also written the proposal so that we could treat in spring or fall depending on conditions.

#### **Courtesy Boat Inspection (CBI):**

- Since 2002, BLIMP has had partial financial support for Courtesy Boat Inspections from ME-DEP. Balch Lake Marina does the inspection and gets a reimbursement from BLIMP. Last year the plans to switch to NH Lake Host program did not happen. We will continue as in previous year’s with the ME-DEP program

### **Funding and Financials**

- Budget – 2021 – On January 9, 2021, via Zoom the Board of Directors adopted the budget for 2021
  - **See Attachment – Budget**
- Camp Contributions – we hope contributions to be on par with 2019
- State & Local Government
  - Maine DEP – DASH support – \$ 12,350 max
  - Maine DEP – CBI – yet to be determined
  - NH DES – Balch – Herbicide & DASH – \$ 26,588 max
    - Both NH-DES grants are based on a 40% match
    - This assumes 35 acres treated and up to 30 DASH days
  - Towns of Acton, Newfield & Wakefield – yet to be determined
- Fundraising – most fund raisers are being planned for 2021 including an auction. Final decisions will be based on ME & NH COVID guidelines
  - **See Attachment – Schedule of Fund Raising Events**

### **Volunteer & Board:**

- Bylaws – at a special association representative meeting on August 15, 2020 the amended by-laws were adopted.
  - **See Attachment - Bylaws**
- After approving the new bylaws the following were elected to the Board of Directors:
  - Michael Kattman – 1 year - 2021
  - Denise Bowden – 1 year - 2021
  - Sue Jackman – 2 years - 2022
  - Kathleen Lisbon – 2 years - 2022
  - John Castellot – 3 years - 2023
  - Tom Turner – 3 years - 2023
  - Linny Seaver – 3 years – 2023
- At the subsequent Board meeting the following were elected as officers:
  - Sue Jackman, President
  - Kathleen Lisbon, Vice President
  - Michael Kattman, Treasurer
  - Denise Bowden, Secretary
- Board Committees are growing. If you are interested in any of the following committees, please contact the chair directly:
  - Fund Raising – Linny Seaver - [seaverl@comcast.net](mailto:seaverl@comcast.net)
  - On-Water Operations – Kathleen Lisbon - [blimp-ops@roadrunner.com](mailto:blimp-ops@roadrunner.com)
  - Science – John Castellot - [John.Castellot@tufts.edu](mailto:John.Castellot@tufts.edu)
- Website – balchlake.org - Jack McAdam, our web-master, has been working this winter with BOD member Tom Turner to implement Version 2 of the website which will have a new look and also be able accept on-line donations. Expect to see it announced by the first of May.

### **Important Dates**

- **06/05 – 9-11 am – BLIMP Board of Directors – via Zoom meeting**
- **06/12 – 9-11 am – BLIMP Association Rep meeting – at Shady Nook Rec Center**

### **Some Final Notes:**

- BLIMP is working very closely with the Loon Preservation Committee. If you observe a loon nesting place please report it to Sue or Kathleen. This is very important in that there are rules we must abide by regarding our milfoil activities and the distance they must be from loon nesting sites.
- Avoid using lead sinkers as they and broken fishing lines are the number one killer of loons.
- PLEASE watch the wakes - more reports of dock, boat, wall, and shoreline damage are reported each year as a result of the large wakes.
- Any questions, comments, or needed clarifications please send them to Sue @ [sjackman123@gmail.com](mailto:sjackman123@gmail.com)
- Please continue to use Amazon Smile. It works and it is easy to use. Just bookmark <http://smile.amazon.com/ch/42-1554346> and shop away!

Best regards,  
Sue Jackman  
President, BLIMP

Seasonal Contact Information:

Board Members:

Sue Jackman, President – 207-797-2263 (Shady Nook)  
Kathleen Lisbon, On Water Operations - 508-241-7850 (No Association)  
Michael Kattman, Treasurer – 603-522-3785 (Wise Cove)  
Denise & Bruce Bowden, secretary - (978) 335-7442 (The Ridge)  
Linda Seaver, Fund Raising - (781) 760-7808 (No Association)  
John Castellot, Science Committee – (617) 835-2660 (The Ridge)  
Tom Turner, Communications - (617) 803-1614 (Shady Nook)

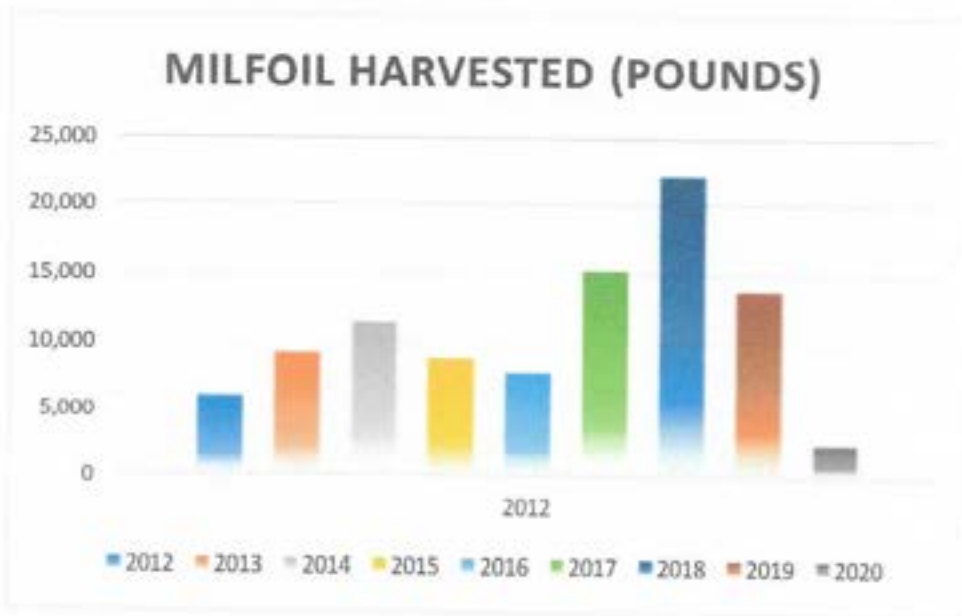
Advisors:

Don Pierce, Advisor - 207-636-3471 (Shady Nook)  
Lee Willson, Advisor – 978-866-4966 (Shady Nook)  
Nick Stadtfeld, Advisor – 207-636-3194 (Shady Nook)  
Dennis Racine, Advisor – 603-986-6380 (BaLak)

Jack McAdam, Webmaster – 207-459-9438 (Wyman Point)

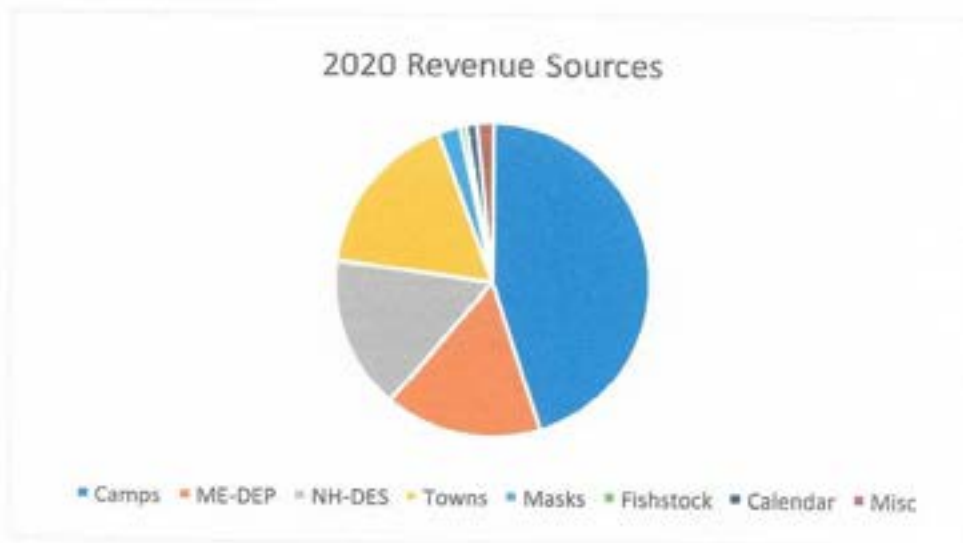
## Appendix I – Milfoil Harvested

Year Harvested	Pounds Harvested	Barrels
2012	6,000	
2013	9,225	
2014	11,600	
2015	8,876	
2016	7,871	
2017	15,381	
2018	22,125	295
2019	13,875	185
2020	2550	34



## Appendix II – Revenue

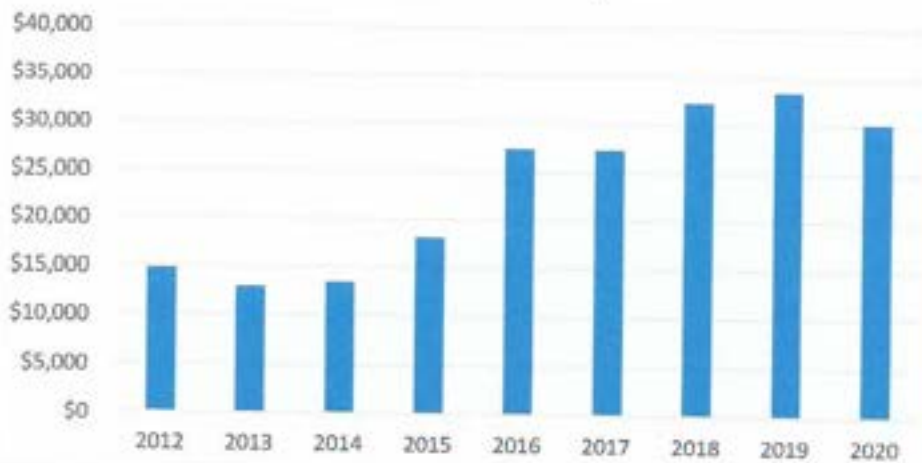
<b>Revenue:</b>	<b>66,966</b>
Camps	30,124
ME-DEP	10,838
NH-DES	10,677
Towns	11,500
Masks	1,546
Fishstock	420
Calendar	750
Misc	1,111



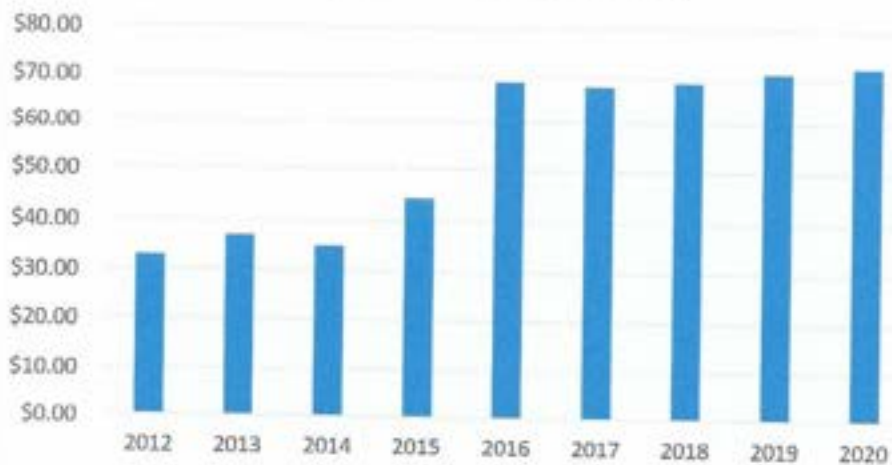
### Appendix III – Camp Donations

Year	Ave. Contribution	Total Contribution	Camps Contributing	% of All Camps
2012	\$32.88	\$14,665	446	64
2013	\$36.95	\$12,860	348	50
2014	\$34.87	\$13,356	383	55
2015	\$44.41	\$17,986	405	58
2016	\$68.81	\$27,250	396	57
2017	\$67.96	\$27,185	400	57
2018	\$68.99	\$32,356	469	67
2019	\$71.10	\$33,560	472	67
2020	\$72.19	\$30,174	418	60

Total Contributions by Year



Average Contribution by Year





**BLIMP - 2020 FINANCIAL PERFORMANCE AND 2021 BUDGET**  
**As of December 31, 2020**

**REVENUE**

	2018	2019	2020 Budget Original	2020 Budget Revised	2020 Actual (As of 12/31/20)	2021 Budget (1/22/2021)
<b>Total Camp Contributions</b>	\$ 32,356	\$ 33,560	\$ 32,500	\$ 29,250	\$ 30,174	\$ 30,000
Number of camps	469	472	500	500	418	450
Avg Contribution	\$ 68.99	\$ 71.10	\$ 65.00	\$ 58.50	\$ 72.19	\$ 66.67
Percentage of all Camps	67%	67%	71%	71%	60%	64%
<b>Total Other Contributions</b>						
Town & State Gov't	27,274	38,165	36,560	36,560	34,442	42,062
Shady Neck Auction & Maps	868	4,100	-	-	-	-
Shady Neck Masks / Cookbooks / E	1,651	666	750	750	2,296	4,250
Marina Parade & Concerts / Poker I	1,097	2,764	2,500	400	1,531	700
Interest	6	6	5	5	6	5
<b>Total Other</b>	30,896	45,701	39,815	37,715	38,276	47,017
<b>Total Revenue</b>	63,252	79,261	72,315	66,965	68,450	77,017

**EXPENSES**

SOLuSide (18), 5 acres	12,239	41,608	41,241	41,241	15,655	26,252
SOLuSide (19), 68 acres						2,200
SOLuSide (20)						1,295
SOLuSide (21), 35 acres	1,257	927	1,000	1,332	2,424	9,349
Marina (boat inspections)	3,080	4,358	3,000	3,000	475	1,727
DASH Boat Maintenance						39,744
Capital Improvements						-
Water Testing	27,964	34,150	36,964	32,016	27,407	450
Diver & equipment	154	751	750	750	109	-
Training / Certification / Registration	581	664	2,010	1,740	251	-
Fuel / Oil			3,500	-	-	-
NH Lakes (C8I)	440	47	100	100	100	100
Web site	2,532	2,532	2,600	2,600	2,566	2,700
Insurance (D&O and DASH boat)	539	1,164	1,000	1,000	737	1,000
Miscellaneous						
<b>Total Expenses</b>	48,786	86,201	92,185	83,779	49,624	84,817
<b>BLIMP Income / (Loss)</b>	14,466	(6,940)	(19,870)	(16,814)	18,826	(7,800)

**CASH BALANCE**

Profile Bank (operating account)	71,025	64,086	44,215	47,271	82,911	75,112
Bank of America CD (principal)	-	-	-	-	-	-
<b>ENDING CASH BALANCE</b>	71,025	64,086	44,215	47,271	82,911	75,112

2018 & 2019 Revenue Actuals; 2020 Budget, Revised and Actuals; 2021 Budget

**Towns & State Govt**

	Actual (12/31/2018)	Actual (12/31/2019)	20 Budget Original	20 Budget Revised	20 Actual (As of 12/31/20)	2021 Budget (1/22/2021)	
LEA - CBI (ME)	750	375	375	375	375	244	At 65% from 2020
State of Maine	1,688	375	375	375	375	244	At 65% from 2020
State of ME (Plant Management P)	7,275	9,498	9,500	9,500	10,275	12,350	At 65% from 2020; original budget was 6,500
Action	5,000	3,500	2,000	2,000	2,000	2,000	
Newfield	2,000	2,000	2,000	2,000	2,000	2,000	
Wakefield	7,500	7,500	7,500	7,500	7,500	7,500	
State of NH (2016) - Treatment	3,061						25% of treatment (5 acres)
State of NH (2016) - Treatment		10,402					25% of treatment (up to 68 acres)
State of NH (2016) - Divers		4,515					25% of diver costs (30 days - \$13,860), max of \$3,465
State of NH (2020) - Treatment			10,310	10,310	6,262		40% of treatment
State of NH (2020) - Divers			4,500	4,500	5,655		40% of diver costs
State of NH (2021) - Treatment						10,501	40% of treatment (up to 35 acres)
State of NH (2021) - Divers						7,224	40% of diver costs, max of \$7,224
<b>Total</b>	<b>27,274</b>	<b>38,165</b>	<b>36,560</b>	<b>36,560</b>	<b>34,442</b>	<b>42,062</b>	

**Association Activities**







Shady Nook Auction	-	2,926	-	-	-	2,500	
Shady Nook Raffle	-	-	-	-	-	-	
State of Beds / Maps	85	230	-	-	-	-	
Masks					1,546	1,000	
Calendar sales	793	666	750	750	750	750	
Shady Nook Bake Sale	858	943	-	-	-	-	
<b>Total</b>	<b>1,736</b>	<b>4,766</b>	<b>750</b>	<b>750</b>	<b>2,296</b>	<b>4,250</b>	
Parade	120	360	250	-	-	-	
Amazon Smile	154	189	150	150	230	200	
Poker Run	783	510	500	-	-	-	
Lemonade, bracelets & camp	-	49	-	-	-	-	
Marina concerts	-		-	-	420	200	
FISHstock	525	1,020	1,000	-	-	-	
Swim for Balch		340	350	-	-	-	
Miscellaneous		59	-	-	500	-	
Donation Box	258	239	250	250	362	300	
<b>Total</b>	<b>1,890</b>	<b>2,764</b>	<b>2,500</b>	<b>400</b>	<b>1,531</b>	<b>700</b>	
<b>Grand Total</b>	<b>30,890</b>	<b>45,695</b>	<b>39,810</b>	<b>37,710</b>	<b>38,269</b>	<b>47,012</b>	

**BLIMP - Camps/Association  
(As of 12/31/2020)**

Association	2018			2019			2020			Comments
	Donations		By Association	Donations		By Association	Donations		By Association	
	Camps	Dollars	Percent Pd	Camps	Dollars	Percent Pd	Camps	Dollars	Percent Pd	
Ba-Lak	61	\$ 2,750	60%	54	4,275	138%	40	2,150	66%	\$ 54
Balch Hill Road	9	1	11%	2	200	22%			0%	#DNV/01
Lake Balch Owners Assoc	21	1,050	100%	15	750	71%			0%	#DNV/01
Balch Pond Acres	60	2,780	93%	55	2,755	90%	55	2,755	92%	2020 dues deposited on 2/5/2021
Jennifer Lane	9	700	75%	1	50	11%	8	400	89%	7 individuals contributed twice in 2018
Ridge	45	4,901	75%	34	4,750	52%	198	3,700	51%	161
Shady Nook	125	9,900	100%	113	9,675	90%	125	10,425	100%	2018 - Note 1
Shepards Island	30	1,125	77%	22	1,450	73%	22	2,000	73%	91
Walden	42	1,950	93%	41	2,050	96%	42	2,100	100%	50
Whitehouse Road/Balch Lake	40	1,950	85%	30	2,055	75%	30	1,875	75%	63
Wise Cove	62	1,370	24%	17	1,480	27%	15	850	24%	57
Wynman Point	107	43	40%	40	2,350	37%	38	2,350	36%	82
No Association - Unknown	19	1,325	79%	27	1,780	142%	20	1,589	105%	78
<b>Totals / Averages</b>	<b>630</b>	<b>\$ 32,356</b>	<b>74%</b>	<b>472</b>	<b>\$ 33,560</b>	<b>75%</b>	<b>418</b>	<b>\$ 30,174</b>	<b>66%</b>	<b>\$72</b>

**Note 1:** Receive one check from Shady Nook (amount of \$50 - no names) plus individual contributions. No way of knowing if the original contributions were in the check from Shady Nook. Today, the individual contributions not counted. On 1/7/2019, Fred Lemire indicated had 148 camps contributing. I reduced by 21 to match the 125 (100% participation).

## Balch Lake Summer Activities To Benefit BLIMP

<b>July</b>	
	2021 Balch Lake Calendars are available at the Marina or contact Michael Moscaritolo at <a href="mailto:michaelmoscaritolo@gmail.com">michaelmoscaritolo@gmail.com</a> or on Facebook at Balch Lake NH/Maine
Sunday, July 4th	<p>Boat Parade, Time: 2:00 – 4:00pm Start and end at the Marina.</p> <p>Visit us on Facebook or our Website for details and voting.</p> 
Saturday, July 17th	<p>Yard Sale Time: 9-1pm, Shady Nook Rec Center. Donations can be dropped off at Rec Center on Friday July 16<sup>th</sup> from 1pm-8pm</p> <p>Contact Person: Diane Landry, #781-307-2684 <a href="mailto:dianelandry88@gmail.com">dianelandry88@gmail.com</a> and Becky Jackman #207-653-9814 <a href="mailto:beccaleigh1162@gmail.com">beccaleigh1162@gmail.com</a> Volunteers needed</p> 
Sunday, July 18th	<p>Early Morning Swim/Paddle Board, Time: 9-12, Starting in Shady Nook, from First Beach to Sandy Beach. Entry fee \$30, Benefit for BLIMP and Milfoil Awareness.</p> <p>Contact Person: Susan Calkins, <a href="mailto:sleecalkins@gmail.com">sleecalkins@gmail.com</a></p> 
Not confirmed yet	<p>7<sup>th</sup> Annual FISHSTOCK Music Festival Time: 6:00-10:00pm Wise Cove</p> <p>Contact Person: Gary Poisson <a href="mailto:GaryPoisson@gmail.com">GaryPoisson@gmail.com</a></p> 
<b>August</b>	
Not confirmed yet	<p>Poker Run: Time: 2:00 – 4:00pm Boats moored in Loon Cove, Outside the No Wake Zone in NH, Wyman Cove, The Ridge and by Greenbay Beach in Shady Nook.</p> <p>Visit us on Facebook for more details</p> 
Saturday, August 28th	<p>Bake Sale, 10:00am – 12:00pm Shady Nook Rec Center Please drop off wrapped donations by 8:30 Contact Person: Elaine Hall, <a href="mailto:niknakia@aol.com">niknakia@aol.com</a></p> 

Visit our new website: [www.balchlake.org](http://www.balchlake.org)

## **Bylaws – Balch Lake Improvement Association v2.0**

**Article 1.** These are the bylaws for Balch Lake Improvement Association, Inc. (BLIMP, PO Box 494, East Wakefield, NH 03830. Balch Lake Improvement Committee, Inc. is a 501(c)(3) non-profit corporation registered in the state of New Hampshire representing the following organizations: Balak Association, Balch Hill Association, Balch Lake Owners Association, Balch Pond Acres Association, Jennifer Lane Association, The Ridge Association, Shady Nook Association, Shephard's Island Association, Walden Association, Whitehouse Rd Balch Lake Association, Wise Cove Association, Wyman Point Road Association, or any other Associations or groups the members deem appropriate

### **Article 2. Purpose**

BLIMP is formed, including but not limited to, to promote a mutual expression of opinion and joint action where necessary on all matters affecting the welfare of the Balch Lake community as well as to foster the beneficial improvement and preservation of the Balch Lake Community.

### **Article 3. Responsibilities**

The responsibilities of BLIMP will include: protection of the waters of Balch Lake including minimizing the effects of invasive aquatic species; representing the lake organizations with New Hampshire Department of Environmental Services, Maine Department of Environmental Protection, Wakefield, NH, Acton, ME and Newfield, Maine; represent the affiliated Associations at meetings in NH, ME and other agencies with missions effecting Balch Lake including, but not limited to the Loon Preservation Committee, NH Lakes, Lake Stewarts of Maine, Lakes Environmental Association (LEA) Acton Wakefield Watershed Alliance (AWWA), and any other matters deemed important by the membership.

### **Article 4. Membership**

The voting members of the BLIMP shall be selected by each of the owner associations on Balch Lake. Each association shall have one (1) representative. There will also be one (1) representative for camps without an association to be determined by those camp owners.

### **Article 5. Board of Directors**

The board of directors of BLIMP shall consist of seven (7) members. Each director will be elected to serve a three (3) year term.

The board of directors shall be elected, by majority vote, at the annual meeting of BLIMP. For the first election only, 3 members will be elected to a 3 year term, 2 members will be elected to a 2 year term, and 2 members will be elected for a 1 year term.

Should any director resign before the expiration of his/her term, the board of directors, by majority vote, will fill the position until the next annual meeting when the members will vote to replace the director for the remainder of the term or elect a new member if the term of the resigned director has expired.

The board of directors will be responsible for all day to day operations of BLIMP including, but not limited to: coordination of communications with all Balch Lake property owners; finances and budgeting, administration, and fundraising; authorizing contractual relations with state and local municipalities; management of all Balch Lake water quality issues especially as related to control of invasive aquatic species; and coordination of relationships with other related non-profit organizations.

### **Article 6. Officers**

Adopted - August 15, 2020

The officers of BLIMP shall consist of President, Vice President, Secretary and Treasurer. Each shall be elected, by majority vote, by the Board of Directors at its first meeting after the BLIMP Annual Meeting. Each shall serve a one year term. ~~Officers may be, but are not required to be, members of the Board of Directors~~

The duties of each officer shall consist of, but not be limited to:

- President:
  - presiding over all Association and Board of Director meetings
  - representing BLIMP with all interacting agencies and organizations
  - management of all grant writing and reporting to all agencies
  - preparing and presenting an annual report to all Associations
- Vice President
  - chairing On-Water Operations Committee
  - overseeing all on-water operations as it relates to water quality
  - presiding and representing BLIMP in the absence of the president
- Secretary
  - Maintaining minutes for all Association and Board of Director meetings
  - Maintaining a roster/ mailing list of all Association representatives
  - Providing timely communication between BLIMP and its member associations
  - Assisting the president in grant preparation & reporting
- Treasurer
  - Maintaining all financial records
  - Developing an annual budget to be presented to the Board of Directors for approval
  - Filing any and all necessary tax reports

#### **Article 7. Committees**

The following Standing Committees will be maintained:

- On-Water Operations - whose primary function is to coordinate all necessary operations particularly as it relates to invasive aquatic species.
- Science – whose primary function is to investigate all relevant scientific information concerning the water quality health of Balch Lake as well as educate the board, representatives, and property owners concerning their findings.
- Fundraising – whose primary function is to coordinate all fundraising activities

The Standing Committee members shall be selected by the Board of Directors. Committee members will serve a three (3) year term.

The Board of Directors are also authorized to create Ad Hoc Committees as they deem necessary.

#### **Article 8. Meetings**

**Annual Meeting** of Association Representatives (Annual Meeting):

The Annual Meeting shall occur on a Saturday morning in June in the Shady Nook Association, or at any other suitable time and place as determined by the Board of Directors.

A notice of the Annual Meeting including date, time, location and agenda shall be mailed or emailed to all Associations a minimum of thirty (30) days before such meeting is to be held.

It shall also be the responsibility of the secretary to send notification to all Associations regarding items to be voted upon to include, but not be limited to, election of Board of Directors and change of by-laws no later than two (2) weeks of the meeting date.

A Quorum will be required for voting on measures such as, but not limited to, election of Board of Directors and change of by-laws. A quorum of 50% of eligible members will be established by the presiding officer. Should a quorum not be present for a necessary vote the Board of Directors may authorize a ballot by either mail or electronic means. In all voting matters a secret ballot may be called for by any single member. Any such secret ballot will be counted by two members looking at the ballots at the same time.

Proxy votes are permitted at the Annual Meeting. The person holding the proxy must be a duly designated representative of the same Association as the person who is being represented.

**Special Meetings:**

Special meetings may be called by the President with the approval of the Board of Directors or if 25% of the association representatives sign a petition for a Special Meeting will require the meeting be called within 45 days. Time and place and specific agenda must be noticed no later than 30 days before a Special Meeting and only those specific agenda items may be discussed and acted upon.

**Board of Directors Meeting**

The Board of Directors shall meet a minimum of two (2) meetings per year at the date, time and place of the President's choosing.

**Article 9. Amendments to bylaws**

Any amendments to the bylaws must be noticed at least 2 weeks before the Annual Meeting or at least 30 days before a Special Meeting.

Amendments to these by-laws may be made by a vote of two-thirds (2/3) of the members present providing there is a quorum.

**Article 10. Roberts Rules of Order (latest edition)**

"Roberts Rules of Order" will be used as a general guide to governing the Association and it's meetings.