

**DRAFT**  
**CONGREGATIONAL SUMMER ASSEMBLY**  
**ANNUAL MEETING**  
Date: July 29, 2017  
ASSEMBLY BUILDING

**Call to Order:** President called the meeting to order at 9: 31 a.m. and opened in prayer. A quorum was present, and 1 proxy was filed with the Secretary. Attendance: 60 signed-in as members and 27 signed-in as Associate Members. There were 50 yellow cards and 27 blue cards distributed for voting. Lists may be obtained from the Membership Committee. The adjournment time was set for 11:00.

**Approval of Minutes:** Jane Cooper, on behalf of a committee comprised of herself, Gary Dawley and Jen Daly announced that they had reviewed the minutes of the Annual Meeting of August 6, 2016 and moved they be approved as written; this was seconded by Dave Wynn and the motion carried. The President appointed Jane Cooper, Carolyn Johnson, and Jim Royle to review the minutes of this meeting.

**President's Report:** (no written report)

President Larry Iles thanked the BOT and officers and staff for their good work. Please listen carefully re: issues with diseased trees on CSA property.

**Managing Director's Report:** (no written report)

Mr. Cox noted that his mission is to get as many people involved as possible. The boat jail was designed to proactively collect boat fees without upsetting people. Interestingly, boats are 100% stickered. The Crystal View destruction from an intoxicated driver last winter has been repaired and insurance monies have been received. Thanks to Fritz and Susan Kraft for putting the CV back together. It was asked if the mural on the CV outer south wall will be repainted. Judy Bishop has agreed to do so. There was a comment of thanks for the refinished floors in the Assembly Building.

**Treasurer's Report:** (written report)

Mr. Dawley noted that fees were 37725 vs 25591 in 2016, due to AM invoices. This helped with about 10K extra at the start of the season. Footnote 2: one time 4K contribution was used to offset communications intern expense. We have seen a lag in CV sales compared to last year 6K vs 15K last year. Sales are coming up as operetta families arrive. We had to pay 2300 to generate the AM spring letters (also a one time expense). Property taxes of 9K will be paid before the end of the FY. \$2K of new equipment for tennis courts, to be reimbursed by WA. CV repairs and insurance: \$12,530 insurance, cost to us about 3K. The woods courts resurfaced for \$22,828 out of tennis reserve account. Cash flow is positive. He looks at garbage bag sales as an indicator of number of people in residence.

**Archivist's Report:** (written report)

Ms. Cooper asked people to read the written report. History night is Friday night 7-9 here in the Assembly Building. She shared part of the 1937 President's report (Catherine Noyes), as well as citing an article that recalled the bat that fell from the Auditorium rafters onto Mrs. Nieman's shoulder. Archives is beginning to digitize more and more artifacts, to save space, to engage young people more directly by accommodating their choice of source of information. So, we need a state-of-the-art scanner and other technology, so we are in process of making a wish list.

**Women's Association Report:** (written report)

Ms. Gaffney reported that she and Mary Gruman are the new co-presidents of the WA. Our goal is to make the WA more inclusive and welcoming to everyone, and we appreciate your ideas and involvement. There was a question about this week's Art Fair. The numbers are not yet available, but sales were strong and similar to last year, especially because it was such a stormy day. Thank you to Debbie Allbright and Janet Dertz and all the volunteers for their work.

## FUND REPORTS

**Education "Scholarship" Fund:** (written report)

Ms. Knutsen reported that the EF is doing well. The Fund presented 13 scholarships for \$24K this summer. Please give. This is the 25<sup>th</sup> anniversary since EF inception, nearly \$½ million has been awarded. Please share your Family Fare grocery receipts. Every \$150,000 spent gives us back \$1000.

**Pilgrim Fund** (written report)

Jim Royle reported that the PF is in good shape. The Sunday offerings and off-season donations average about \$23K per year. We have made significant upgrades to the Meeting House, including the sound and hearing-impaired assist systems, new wireless microphones, and remodeled bathrooms. Additional improvements are in discussion, including new hymnals, and a remodel of the lounge in the Assembly Building. Please consider a gift of any amount, we are grateful to the membership for its support. Typical funding: CSA music and Sunday School programs, preacher honorariums, Meeting House insurance, help with Common Property tree work, ecology landscaping and education. Our next meeting is August 4, 2017 at 1:00 p.m. at Pilgrim Place, and all are welcome to attend.

**Preservation Fund** (written report)

Mr. Lauerma reported that the PrF is a fund that is part of the CSA, and, as a result, any monies given are not tax deductible. It exists to be a rainy day fund to maintain our buildings, and to weather severe economic downturns. It is not for meeting ongoing expenses we know about, those are things we need to pay for as we go along. Please keep this in mind. The PrF is currently a little over \$500K. The committee has discussed how much principal is enough, and how large to keep trying to grow the fund. As a result, we have concluded that \$500K (with increases to account for inflation over time) is adequate to meet our mandate. Monies above that therefore can be released to help underwrite CSA capital projects.

## COMMITTEE REPORTS

### **Arts Committee:** (written report)

Ms. Perry is co-chair with Jane Taylor (who runs the Arts Workshops). Our goal is to encourage creative activities at the CSA. This summer we are sponsoring poetry prompts. We will have a Mary Poppins sing-along in August. We had a great Stunt Night in July.

### **Budget Committee:** (subsumed in Treasurer's Report)

Ms. Rollinson wants to let you know that the BC is spending the summer developing a long-range budgeting plan.

### **Buildings and Grounds:** (written report)

Mr. Joel Buzzell reported that there are some big potholes in our roads (we have had a lot of rain). That work will be happening early in the fall. We have reached an agreement with the Fire Department to have 15' wide/high clearance despite the 30' requirement. Please refrain from parking in/on the roadways. Some feedback about the fire pit: chairs are being borrowed and not returned. When can we move toward phase 2 of the pit proposal, which includes flagstone paving and permanent seating? That is in process. This is a donation opportunity. There is an observation re: haphazard parking at the Meeting House and a suggestion for increased handicapped parking for big events like shows, concerts, and Sunday services. Perhaps use of a swivel sign.

### **Bylaws:** (written report)

Mr. Gosnell-please see the detailed report; the Bylaws are no longer published in the Assembly News and on the website. Please see the proposed amendment to the Bylaws re: eligibility to be a Trustee, a clarification of the language by removing the term Family Unit, which is no longer in use in terms of membership, since membership is invested in individuals not families. Bottom line: this is no change to the way the Nominations Committee has been operating. Question: when you talk about adult children, what about a grandparental member with adult grandchildren? Shouldn't the member decide? Amendments to amendments are allowed. Of note, the committee did discuss NOT allowing adult children of a member to serve. These can be discussed at subsequent Open Forum. A reminder: we decided to eliminate the Family Unit language precisely because there are so many permutations of what "family" means. A commenter noted that the Family Unit SHOULD be defined, to maintain an inclusivity that is specific to the Member/Owner's discretion. But the point here is only about who you want to be/become eligible to be Trustees. All are encouraged to come to the Open Forums. The BC met with Nominations with a strong agreement after much thoughtful discussion about coming up with an amendment that was good for the CSA.

### **Calendar:** (no written report)

Please give 2018 dates to us immediately.

### **Citation Committee** (written report)

The 2017 Citation will be awarded Sunday August 6, 2017.

**Communications:** (written report)

Ms. Freeburg reported that the CC is responsible for the CSA website, the FB page, the weekly email, the 411 Facebook page, and the YouTube channel. Thanks to all who contribute. There is a lot going on at the CSA. Our summer intern, Sam Buzzell has written a wonderful story about History Night. You can find it on the website. He will be documenting the entire process-as a way to archive the archive. She thanked her hard-working committee. The most popular stories each year are on swimmer's itch. The most popular posts: the water line going out on a jet ski, and a storm rolling in over Crystal Lake. Keep the pictures coming. Last year we started CSA-411 for people who need a sitter, a ride, or find a lost pet. We have written a 1-page guide for you who need help accessing information from the CSA website. There was thanks for the committee's good work.

**Construction Review:** (written report)

**Ecology:** (written report)

Ms. Campbell shared that the committee works full time throughout the year. This summer they have had 3 interns for 2 positions helping with invasive species, Ecology Fun, Ecology Explorers, Crystal beach cleanup, developing an educational flyer on invasives, and planting natives in designated areas. Ecology Fun and Ecology Explorers (EE) have been well-attended. The EE is a new program this year for ages 11-14. She thanked Joel and Liv Buzzell, and Ken and Cindy Cox for building new storage space in the downstairs area under the office. The next Crystal beach cleanup is next week. On Tuesday Aug 1, we will have a program on invasive plants. She thanked the committee members for their very hard work, attendance at online meetings, and the WA and PF and Trustees who make all this possible.

**Forest Care:** (written report)

Ms. Nerbonne reported that the FC presented the challenges of beech tree disease (BBD) on CSA common and private property. BBD is slated to kill 80%+ of the beech trees here. FC will conduct a short walking tour after this meeting for anyone who wants an introduction to the beech tree. BBD is a 2-phase disease that eventually hollows out the tree, making it likely to snap off 8-20 feet from the ground, posing danger to cottages, power lines, autos, and other nearby healthy trees. The Benzie County Forest Service is actively treating beech trees, and you are encouraged to do so at about \$100 per tree to avoid the costs, human and financial, of having to remove the tree once it is fully impacted beyond repair. The FC presented 3 scenarios to the BOT yesterday: treat CSA common property for \$5-10K, which the BOT approved. Or, take them all down for \$75K. Or wait until they are dead, in 2022 or so, which will cost approximately \$175K. This also plays out on your own private property. Treat now for \$100 per tree. Take them down now for \$750 per tree, or wait until they die and take them down for much more, up to \$1500 per tree. Letting them die and fall is unwise and dangerous. Tree treatment is available. Dave Belknap (CSA Box 6) will walk your property between now and the end of August and give you an assessment. The FC will provide yellow tape for you to wrap around every tree you want treated. Please write ON the tape: name, telephone information. We are in discussions about finding ways to help private property

owners pay for beech tree management. We hope to create a fund that could provide a matching grant to pay for treatment/cutting in this early phase. BBD is not the only threat to our forest at the CSA. More tree diseases are here/coming, partly due to warmer winters. The emerald ash borer has peaked and moved on. BBD is here. Oak wilt is coming, and there is no treatment for it, prevented by not touching an oak tree in the summer months (do not trim or disturb). Gypsy moths are slated to reappear and stress trees. The Asian longhorn beetle that impacts maples is on the way. We also need to pay attention to the understory by planting with a healthy, multigenerational diverse set of trees, controlling erosion on your property. Questions:

1. when is BBD past treating? Answer: when the red fungus appears. These trees have a 130-150 year life cycle.
2. What % of trees at CSA and canopy are beech? 11% of trees, but 40% of canopy.
3. Do arborists charge for assessment? No. They come from Traverse City. Contact information is on the flyer with the report. We are trying to coordinate so they can look at several lots at once.
4. Is it a one-time treatment? No. Usually 2 or 3 are necessary every other year or so.

**Human Resources:** (written report)

**Legal:** (no report)

**Membership:** (no report)

We spent the past year in identifying people eligible for AM. We had 1,200 names. And by May 24, nearly 300 people responded to accept their AM. We will add more at the end of the season after we've had time to study 2017 registrations. We last sold a family membership at the CSA in 1976, at which time we moved toward individuals, not family units. We are still "cleaning up" our data. Currently we have 336 M and 885 AM. Everyone else is either not an adult, or a privilege ticket holder w/o a full 10 years' residence/registration. Mr. Iles thanked the committee for its significant work this year.

**Nominations:** (written report)

Ms. Gottlieb reported that the. Please send the committee suggestions, in writing, for potential BOT nominees. The committee recommends Holly Freeburg, Lurette Frost, John Harbeson, Alan Marble, and Robert Molloy for the slate of trustees for 2017-2020. There were no additional nominations from the floor. Jen Daly moved and Bob Cooper seconded that the slate be approved. The slate was unanimously approved. We are working to meet the BOT wishes that next year's slate be filled by early September so that those individuals can attend the Winter Meeting in November as an introduction to the Board work of the CSA.

Mr. Iles thanked outgoing BOT members for their service, and noted that the new Trustees should attend the Reorganization Meeting immediately following this meeting in the Lounge of the Assembly Building.

Meeting extended until 11:15 a.m.

**Spiritual Life:** (written report)

Mr. Edmonds reported that the Gibson lecture series for 2017 will be given by Dr. Maureen O'Connell August 7-11 at noon, speaking about "From the Upper Room to Pentecost: White Christians and Racism in America." The Tuesday discussion groups have been well-received. Vespers will be Sunday August 13 at 7:30 at Crystal Knoll.

**Tennis:** (written report)

Mr. Marble mentioned that the tennis staff has done a fantastic job this year.

**Waterfront: (written report)**

Ms. Burroughs and Bob Cooper reported that the waterfront news has 3 highlights.

1. gratitude to Dertz family for playground and stairs at the Michigan beach.
2. the boat jail (or threat of it) has been very successful
3. this is the first year in a long time we can be hopeful about swimmer's itch thanks to CLWA, and the work of Dr. Curt Blankespoor to relocate merganser. Thanks to Joel Buzzell for his work on SI through the CLWA. Thanks too for the paddleboard storage built by the Burts.

**Youth:** (no report)

**Question: where are the forms to fill out for the Citizenship award?**

Bob Schmidt moved, Jen Daly seconded to approve all reports. **APPROVED**

**Old Business:**

**New Business:**

Ms. Cooper asked the outgoing members of the BOT to stand and be recognized.

Mark Walton moved that the Board of Trustees and officers of the Assembly be authorized to act on behalf of the membership of the Congregational Summer Assembly in the interim between annual meetings (the "Enabling Act"); seconded by Dave Belknap and carried without opposition.

The meeting was adjourned at 11:17 a.m.

Respectfully submitted,  
Julie Walton, Secretary