

**DRAFT**  
CONGREGATIONAL SUMMER ASSEMBLY  
**ANNUAL MEETING**

Date: August 1, 2020  
Virtual Meeting via Zoom

**Call to Order:** President Freeburg called the meeting to order at 9:43 a.m. EDT and Ms. Wise opened in prayer. A quorum was present, and 1 proxy was filed with the Secretary in advance of the meeting. Attendance: 66 signed-in as Members and 44 signed-in as Associate Members or permitted Privilege Ticket Holders. Lists may be obtained from the Membership Committee, Linda Kucera, Chair. The adjournment time was set for 12:30 p.m. EDT.

**Approval of Minutes:** Jane Cooper, on behalf of a committee comprised of CynnTimer Hood, Carolyn Johnson and herself, announced that they had reviewed the minutes of the Annual Meeting of July 27, 2019 and moved they be approved as distributed; seconded by Beth Wolszon; motion **APPROVED**. The President appointed Barbara Patterson, Barbara Perry and Jane Cooper to review the minutes of this meeting.

**President's Report:** No written report. Ms. Freeburg noted this pandemic required us to do things differently this year. She expressed love of family and the CSA, described the process for the meeting and noted compliance with the CSA Bylaws and Michigan Non-Profit Corporation Act. Finally, she expressed her gratitude to the community for ongoing generous financial support. Her remarks are filed with these minutes.

**Managing Director's Report:** Written report. Mr. Cox also thanked the community for their generosity. The new Office Manager, Elaine Walton, is doing an excellent job. Mr. Cox noted the security light at the firepit is working as intended, resulting in quiet after 11 p.m. He described several projects underway. Mr. Cox expressed gratitude for the volunteer assistance, particularly from the Waltons. Mark Walton will be taking over from Jay Burt on the waterfront. He noted his appreciation for Alan Marble's assistance with monitoring beach use and on signage. Mr. Cox is working to effectively apply the pandemic shut down limitations.

**Treasurer's Report:** Written report. Mr. Dawley reviewed the CSA financials summarized on pages 14 and 15 of the meeting packet. Income is \$215,000 compared to \$83,000 budgeted. He expressed gratitude that many members have continued to pay despite the CSA's closure. Year-to-date expenses are about where expected, \$137,000 actual v. \$133,000 budgeted. Tree removal accounts for most of the increase. He noted that the financial condition is stable and, at this time, he does not anticipate needing the authorized Preservation Funds. Without those funds, he anticipates the CSA will end the 2021 fiscal year with approximately \$24,000 even if the CSA had to be closed for that summer.

**Archivist's Report:** Written report.

**Women's Association Report:** Written report. Ms. Gaffney thanked Janet Dertz for co-chairing this summer. She then reported on upcoming events, including a presentation by Phil Deloria, a professor of Native American history at Harvard. She noted funding support from the Women's Association for new rafts, the Crystal View handicapped ramp, and the ecology intern. Leadership succession planning is underway. She encouraged all women to become involved.

Ms. Gaffney then thanked the many women who helped make the Women's Association successful.

## FUND REPORTS

**Education "Scholarship" Fund:** Written report.

**Pilgrim Fund:** Written report.

**Preservation Fund:** Written report.

Ms. Freeburg noted all Funds have submitted written reports and asked for questions. There were none.

## COMMITTEE REPORTS

**Arts Committee:** Written report. Ms. Taylor reminded the attendees about the upcoming virtual stunt night and described very successful virtual book reads, writing and art workshops this summer.

**Budget Committee:** Written report. Ms. Rollinson noted that last fall the Budget Committee had offered fixed fee options, which the Board declined at that time. A sub-committee has been formed to consider a fixed fee approach to our dues. Such an approach could allow the CSA to better cover its fixed costs. Her committee has been asked to revisit and to perform additional modeling given the improved insight into the impact of CSA's fixed costs in this pandemic summer. The findings of the sub-committee will be presented at the November Board meeting. Ms. Rollinson also expressed gratitude to those at the CSA and those who are not this summer for continuing to contribute financially.

**Buildings and Grounds:** Written report.

**Bylaws:** No report.

**Calendar:** No report. Ms. Schopp asked that 2021 events be reported to her or Mr. Cox.

**Citation Committee:** No report. The 2020 citation will be awarded in 2021.

**Communications:** (written report) Ms. Congbalay described two special projects. First, a form on the spiritual life page had been developed to replace the gray notebook in the office (which is closed this year due to the pandemic) to record births and deaths. Next, whether the name "privilege ticket" should be changed, which Ms. Wolszon would discuss later in the meeting.

**Construction Review:** Written report.

**Crystal View:** Written report.

**Ecology:** Written report. Ms. Campbell described joint meetings with the Forest Care Committee. Lucas Nerbonne has been very helpful supporting the Standish pilot program. She

described ongoing initiatives, including eradicating invasives such as garlic mustard and woody bluegrass on CSA grounds. She thanked Lucas for his excellent help.

**Forest Care:** Written report. Ms. Nerbonne noted work with Ecology and others to monitor beech and ash tree treatment, which is going well. She described a new tree disease affecting the hemlock forest, Woolly Adelgid. Lucas Nerbonne has been mapping these trees, some of which are 200 years or older. She asked that property owners trim hemlocks near the roads as the disease is spread by cars and trucks. Lucas has scored treated beech trees and many of them are doing well. Her committee is working to coordinate forest work with Buildings and Grounds and Ecology Committees.

**Human Resources:** Written report.

**Legal:** Written report.

**Membership:** Written report. Ms. Freeburg stated that the list of attendees is available immediately after this meeting.

**Nominations:** Written report. Ms. Freeburg noted that in the notices of this meeting, Trustee nominations from the floor had been requested due to the meeting format; none had been received. Mr. Buntain referred to the Committee's written report. This is an unusual year because one board member resigned in 2019. Mr. Gosnell had been elected by the Executive Committee to serve the remainder of that year, and now Mr. Gosnell will stand for election to the final year of the term. He was pleased to present Ed Allred, Alfie Bingham, Brook Hammond Cunningham, Diane Robertson Tracy and Crissie Fuller Vitale for the slate of trustees for 2020-2023. All nominee biographies had been included in the packet for this meeting. Mr. Buntain moved approval of the 2020-2023 slate on behalf of the Nominations Committee. Ms. Freeburg noted that no second was required due to unanimous recommendation by the Committee and Board. Ms. Freeburg called for the vote, and the slate was **APPROVED**. Mr. Buntain next moved approval of Mr. Gosnell to serve out final year of seat of former member who resigned. **APPROVED**. Mr. Buntain invited attendees to reach out with questions or comments,

**Spiritual Life:** Written report.

**Tennis:** Written report.

**Waterfront:** Written report. Mr. Cooper, along with co-chair Ann Murphy-Burroughs, paid a moving tribute to Dave Robertson, who led waterfront for over 30 years. His remarks are filed with the minutes of this meeting. He then noted the beach rake is available for use, reminded attendees the small boat storage area is not for swimming, and swimmer's itch is minimal this year.

**Youth:** No report.

All written reports are filed with the minutes of this meeting. Beth Wolszon moved and Beth Congbalay seconded approval of all reports. **APPROVED**.

Ms. Freeburg then thanked the Trustees who are leaving the Board.

## NEW BUSINESS

**Rental Policy Update:** Ms. Perry then joined the video portion of the meeting. She discussed letters drafted for owners and renters at CSA, Wildewood and Golf Lane regarding renter obligations, which had been included in the packet for this meeting. She emphasized that nothing new is being proposed; the purpose is to make it easier for owners and renters to understand rules. Specifically, rentals cannot be shorter than one week and renters must purchase a ticket and observe all CSA rules. In addition, renters outside the CSA, Wildewood and Golf Lane are not eligible to purchase tickets nor use the beaches and tennis courts unless the renters are members, Associate Members or privilege ticket holders in their own right. She noted that owners will be responsible for payment of renter's tickets if not purchased by the renter. Finally, owners must designate a local contact for renters. This will be implemented early next summer.

**Credit Card Fees:** Ms. Freeburg noted the Board had decided at the prior November meeting to charge credit card fees, as is typical for non-profits. The CSA pays \$5,000 per year in credit card fees. The fee wasn't implemented this summer due to the pandemic and voluntary contributions made by the community. New equipment has been purchased which will track the fee amount and signage will be at the front desk next summer. Fees can still be paid by check or cash.

**"Privilege Ticket" Name:** Ms. Wolszon presented the results of the survey which had been conducted to learn the community's sense whether the name "privilege ticket" should be changed; the survey received a strong statistical response in favor of the change. This is a question the CSA has asked itself in the past. Of the 481 people who participated, 80% agreed to change to "Assembly ticket". This indicates very strong support for name change. Yesterday, the Board voted unanimously to recommend the name change to the CSA community. A procedurally proper vote will be arranged; if passed, the name will be updated everywhere. Ms. Wolszon thanked everyone who participated in the survey. Her presentation is attached to the minutes of this meeting.

Ms. Freeburg reminded attendees that they could participate with question or comments, with video or without.

**Save our Dunes:** Ms. Freeburg then led a discussion about the state of the Michigan dunes. She referred to the materials which had been published in advance of the meeting which showed the degradation of the dunes. She reported that the Board had voted to take several actions, specifically to post appropriate signage at the dunes, to create a marked path to limit access to the Michigan beach, and to form an ad hoc committee of current and former Trustees to determine a scope of work and obtain professional advice regarding safety and mitigating damage to the dunes. She noted that limited access will be allowed so long as the dunes and beach do not become dangerous. If the environment becomes too dangerous, the dunes will be closed to access. She asked parents to keep children from jumping off the dunes or leaving the path. Questions were asked about the location of the path, timing of the professional advice (response: work beginning immediately with a report before the November board meeting). Discussion followed about the trade-off between protecting the dunes with allowing the community to enjoy the Michigan beach experience. Ms. Freeburg identified the members of

the ad hoc committee, who welcome input: Mr. Belknap, chair; Mr. Gosnell; Ms. Frost; Mr. Marble; Ms. Edmonds and Mr. Peoples. Their contact information will be published.

Ms. Freeburg then asked whether there was any additional business. There was none.

Ms. Wolszon stated that in the middle of this unimaginable human crisis, she is so grateful that the CSA's financial needs can be addressed through the generosity of the community and for the foresight of the founders of the Preservation Fund. She also expressed thanks to Ms. Freeburg for her countless hours of hard work and leadership during these difficult times.

**Enabling Act:** Ms. Julie 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"); Beth Congbalay seconded; motion **APPROVED**.

Beth Wolszon then moved to adjourn the meeting; Beth Congbalay seconded; motion **APPROVED**.

The meeting was adjourned at 11:15 a.m. EDT

Respectfully submitted,

Jennifer Meeker, Secretary

## President's Report CSA 2020 Annual Meeting:

Good morning everyone. Like so many other aspects of our lives, the pandemic requires us to do things differently this year. I am sure none of us could ever have imagined conducting our annual meeting over the internet on a Zoom webinar. I know I sure didn't and I never thought I would be presiding over the annual meeting from my home in North Carolina, but I am. I hope you and your families are all safe and healthy.

Given that this is our annual meeting, I want to assure you that despite the oddity of our having to do it this way, we are in compliance with our bylaws and the MI Non-Profit Corporation Act. The bylaws say the Annual Meeting shall be held in the month of July or August at such time and place as may be designated by the Board of Trustees. Virtual meetings are not prohibited by the bylaws or articles of incorporation and the Michigan statute permits meetings to be held by remote communications. So, just to be clear, we will be conducting this meeting in accordance with the bylaws and Michigan law.

Let me spend a minute to explain how this will work. All attendees have an opportunity to participate in the meeting to ask questions or make a comment. The way you do it is by submitting a request to speak using the Q&A feature on your Zoom toolbar. When you are called on, you will drop out briefly and then rejoin with audio and video so don't be startled. Please stay on topic. At the end of the meeting we will open up the floor for topics not previously discussed or new business.

If we are all patient, and keep in mind that not all of us are experts at this new technology, I have no doubt that we can have an informative and productive annual meeting. I thank you in advance for your patience and understanding – it is the CSA way.

I would like to thank the annual meeting planning committee: Ed Allred, Jen Meeker, Molly Bazzani, Beth Congbalay, Marie Smith, Linda Kucera, Jane Cooper and Martha Reisner for helping to set up and technically support this meeting.

My biggest thanks, however, goes to all of you, for stepping up and financially supporting the CSA during this strange time. We are so grateful for your generosity and I'm actually looking forward to Gary Dawley's Treasurer's report.

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Save our dunes decisions from Board of Trustees Meeting, July 31, 2020 announced at Annual Meeting:

1. As you can see from the pictures provided in the meeting materials our dunes have taken quite a beating. The Board decided to protect the dunes by posting signs and putting up a fence to close off the dunes with the exception of a single path to access the beach.

The Trustees felt it was important to the CSA community to have a way to still experience the beach when it's accessible. As long as it is not dangerous. If the

weather causes the dunes to erode to the point of being dangerous to access, we will close it entirely for everyone's safety. So, parents especially please keep your children off the bluffs.

2. After a lengthy Board discussion, I am forming an ad hoc committee to solicit expert advice on what, if anything, we should do to prevent further damage to our Lake MI common property. It will be called the CSA Lake MI Dunes, Bluff and Beach Ad Hoc Committee. The members of the committee are David Belknap, Carol Edmonds, Alan Marble, Lurette Frost, Jeff Peoples and Jim Gosnell.

In a communication recapping the highlights of this meeting, you will receive information on how to contact the ad hoc committee. Until this committee reports back to the Board no further action except the signs and fence is being taken.

CSA Annual Meeting  
August 1, 2020

Please read at the end of the Waterfront Committee report:

We would like to take a few moments today to pay tribute to a longstanding Chairman of the Waterfront Committee, Dave Robertson. For well over 30 years Dave served on the Waterfront Committee and chaired it for much of that time. Dave was also a longtime Head Coach and Director of Aquatics at New Trier High School, and built the New Trier organization into a state and national powerhouse.

Dave brought that same dedication and excellence to the CSA waterfront. He considered the development of the learn-to-swim “station method” as his major contribution to the world of aquatics, and it still serves as the model for CSA swimming lessons today. In addition to establishing a strong foundation for CSA swimming instruction, Dave kept a sharp eye on the beach. Along with other Assembly members who were handy with lumber and tools, Dave made sure the benches, guard stands, rafts, and the “dog house” were always in good condition.

Another passion of Dave’s was canoeing, and he shared his skills and experience with novices at the CSA on numerous occasions. Dave's grandfather, David G. Robertson, started bringing his family to the CSA in 1905. Dave loved spending time in the CSA woods, listening to the choir, hiking in the area, and (of course) swimming in Crystal Lake. Dave’s

daughter, Diane Robertson Tracy, a current member of the Waterfront Committee, shared a wonderful photo of Dave and his cousin, Dorothy Wynne posing in their matching bathing suits on the Crystal Lake beach in 1927, when they were two years old. This is surely an item for the CSA Archives!

Dave passed away on November 18, 2019, three weeks short of his 94<sup>th</sup> birthday. Let's all observe a moment of silence in memory of Dave.

Thank you.

