

**Executive Board Meeting Minutes**  
**Tuesday, October 11, 2022**  
**Wells Fargo Conference Room**  
**Detroit Lakes, MN**

- Minutes from September Board meeting were approved seconded.
- In preparation for the Membership meeting and budget approval, Becky went over the proposed budget. President, David Oberlander, wanted a balanced budget, so Becky, David, and Wanda went over each line item to try to get to a balanced budget. We came within approximately \$2000, which was decided to bring to the membership at the October meeting for further discussion. We really wanted to add a \$500 donation to Tamarac, but decided that we needed to manage to a balance, so will leave this decision to membership in 2023.

Further discussion occurred regarding payment of Lake Association dues. Wanda has sent out an email and received some responses, which we hoped will result in the payment of dues by the end of the year. This will also be a topic of discussion at the membership meeting.

- The Board discussed the need for an audit of the financial records, which is required by the Bylaws. We discussed a certified versus uncertified audit. The decision was to take to the membership to decide on which avenue to take.
- Because of the change from an encompassing Administrative Assistant position to two positions, including Secretarial and Program Coordinator, a bylaws change will be required. Responsibilities for each position has been completed and included in the minutes. See below.

A reading of the revised bylaws will be read at the October meeting and voted on at the May 2023 meeting.

- Based on the membership suggestions from the September meeting, David Oberlander agreed to call the suggested locations for information regarding meetings in 2023. David will bring the information to the November Board meeting, in preparation for work on the 2023 meeting schedule.

A list of contacts will also be provided to David Oberlander as he will be taking on responsibilities for the Program Coordinator position until someone is appointed.

- Wanda will arrange the 2023 Board and Membership meeting schedule for handing out at the October meeting so that everyone can put on their schedules for 2023.

**2022 Meeting Schedules**

**2022 BCCOLA Board Meeting dates: Second Tuesday of each month.**

**Meetings begin at 9:00 AM in the Detroit Lakes Wells Fargo Second Floor Conference Room.**

<b>2022</b>		
<b>Jan</b>	<b>11</b>	
<b>Feb</b>	<b>8</b>	Wake Boat Study results, MAISRC conference committee report

<b>March</b>	<b>8</b>	MAISRC Conference update, Membership meeting schedule/locations
<b>April</b>	<b>12</b>	Possible table at conference? Conference Update/responsibilities and 2022 schedule
<b>May</b>	<b>10</b>	Discussion/Follow through for regional conference in June. Budget items, dues, website
<b>June</b>	<b>9</b>	MAISRC Regional Conference
<b>July</b>	<b>12</b>	July 21, August, and September membership meetings
<b>Aug</b>	<b>9</b>	September meeting preparation.
<b>Sept</b>	<b>13</b>	Preparation for October financial meeting.
<b>Oct</b>	<b>11</b>	Final prep for membership financial meeting in October
<b>Nov</b>	<b>8</b>	2023 Meeting Programs/presentations
<b>Dec</b>	<b>13</b>	TBD

## 2022 Membership Meeting Schedules

2022 Membership meeting: Third Thursday of each month, May through October.

<b>2022</b>		<b>BCCOLA Membership Meetings</b>
<b>May</b>	<b>19</b>	Lake Stewardship Program. Kayla Hanke , MN Lakes & Rivers Program Manager. Virtual program. Detroit Lakes, MN Holiday Inn. 5:30 PM
<b>June</b>	<b>9</b>	MAISRC Regional Conference. MN – State Campus, Detroit Lakes, MN. 9:00 AM – 3:00 PM.
<b>July</b>	<b>21</b>	Policing the Lakes. Sheriff Todd D. Glander, Becker County Sheriff's Office. Richwood Winery. 5:00 PM Social. 5:30 meeting start.
<b>Aug</b>	<b>18</b>	<b>Cancelled:</b> Logan Riedel contracted covid. BC Soil & Water Restoration cruise around DL. Detroit Lakes, MN Holiday Inn 4:30 PM Presentation. 5:30 PM Cruise
<b>Sept</b>	<b>22</b>	Dr. Nicholas Kludt, DNR. Nick will present on Lake Sturgeon, past and present; to understand modern river management and habitat projects. Detroit Lakes, MN Holiday Inn. 5:00 PM Social 5:30 PM start
<b>Oct</b>	<b>20</b>	Business meeting. 2023 budget approval. Election of officers. Detroit Lakes, MN Holiday Inn 5:00 Social 5:30 PM Start

## BC COLA Executive Board Responsibilities

### Executive Committee Meetings:

- Dates/schedule established
- Agenda
- Location of meetings established

### Membership Meetings

- Dates/schedule established
- Location/venue for meetings established

## **Website**

- Communication with wafisher, the company that maintains the BC COLA website  
<https://beckercola.org>
- The website is a depository of all minutes, BCCOLA documents

## **BC COLA Secretarial Job Responsibilities**

### **Executive Committee Meetings:**

- Agendas
- Minutes
- Email Communications to committee
- Handouts for meetings

### **Membership Meetings**

- Agendas typed
- Minutes
- Handouts for meetings
- Communications regarding the meetings
  - Membership
  - Executive Committee
  - Confirmation Program Coordinator

### **Maintenance of BC COLA Database**

- Lake Association dues payment form/dues payment – Treasurer
- Update database based on membership dues sheets (received from the Treasurer)

## **BC COLA Program Coordinator Job Responsibilities**

### **Executive Committee Meetings:**

- Location of meeting established
- Speakers contacted/set up if necessary
- Email Communications to Board

### **Membership Meetings**

- Location/venue for meetings set up
  - Contracts established if needed
  - AV equipment
  - Food & Beverage