

Executive Board Meeting Minutes
Tuesday, September 13, 2022
Wells Fargo Conference Room
Detroit Lakes, MN

- Minutes from August Board meeting approved by David Suby. Becky Burns seconded.
- Administrative Assistant Position
 - Marietta Keenan from Island Lake has mentioned to Wanda that she might be interested in taking on the secretarial responsibilities, but nothing else. Marietta had been the BCCOLA secretary years ago. Wanda to follow up with Marietta before the membership meeting
 - The Board has decided that the Administrative Assistant position should be divided into two areas of responsibility. Becky, David and Wanda divided the responsibilities into two areas, titling each as the Secretarial position and the Program Coordinator position. (See page 3 of this document.)
- 2023 Budget – To be discussed at October Board meeting and approved at October membership meeting.
 - Since Becky would not be at the meeting, she provided a copy of the Budget vs Actual spending, as of August 31 for the meeting.
 - Becky also provided a copy of the Lake Associations that had paid their dues/not paid their dues.
- The Agenda for the September 22, 2022, Membership Meeting at the Holiday Inn was established with a 5:00 Social and 5:30 Meeting start.
 - Agenda
 - Speaker – Dr. Nicholas Kludt will present at September meeting – Lake Sturgeon: Past & Present. Understanding of modern river projects and habitat projects.
 - Minutes from the July meeting, as we did not have the August meeting because the speaker got covid.
 - Treasurer report
 - Person to take on Admin Assistant Responsibilities
 - Lake Stewardship Program – Mention Stephen Corbin/Fox Lake
 - Ask the membership about ideas for programming for 2023, timing for the meetings, locations for the meetings. Some suggestions that we discussed were:
 - Becker County Soil & Water
 - Nathan Olson - DNR Fisheries
 - Logan –
 - Septic Systems; inspections, replacement, etc.

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.

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

2022 Membership Meeting Schedules

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

2022		BCCOLA Membership Meetings
May	19	Lake Stewardship Program. Kayla Hanke , MN Lakes & Rivers Program Manager. Virtual program. Detroit Lakes, MN Holiday Inn. 5:30 PM
June	9	MAISRC Regional Conference. MN – State Campus, Detroit Lakes, MN. 9:00 AM – 3:00 PM.
July	21	Policing the Lakes. Sheriff Todd D. Glander, Becker County Sheriff's Office. Richwood Winery. 5:00 PM Social. 5:30 meeting start.
Aug	18	Cancelled: Logan Riedel contracted covid. BC Soil & Water Restoration cruise around DL. Detroit Lakes, MN Holiday Inn 4:30 PM Presentation. 5:30 PM Cruise
Sept	22	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
Oct	20	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 Becky)

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