

**Minutes of the Castle Park Association (Draft)**  
**Members Annual Meeting**  
**August 13, 2022**

**Call to Order.** The meeting was called to order by President Burns at 4:35 pm.

**Roll Call of Members.** The roll of members was called. 68 members of the total of 99 members were present. We had a quorum.

**Moment of Silence.** A moment of silence for Castle Parkers we have lost since last meeting: Frank Blossom and Rory Laughna.

**Welcome New Members.** Welcome to Joel and Lindsey Van Veen and Greg and Tara Kesler.

**Approval of 2021 Annual Meeting Minutes.** Approved.

**President's Report.** President Burns honored retiring Board members. Martha Dahlman received the "Foxhole Buddy Award" and Ted Parker received "A Man For All Reasons" award. Our managers were thanked for their year round work.

This year's successes included:

- the remodeling and reopening of the Barnswallow with new flooring, roof, appliances, counters and cabinets.
- Maintained pool staffing in spite of lifeguard shortages.
- Held a Cottage Tour benefit for the Barnswallow.
- Presented a wonderful talent show led by our young people.
- Held a new Pop-Up Merchandise Store.
- Established a relationship with the Carter P. Brown Legacy Fund to replace 3 roofs.
- Created a Sustainability Initiative.

Our challenges included:

- Castle foundation and roof deterioration.
- Damage to Audubon Wall entering the Park.
- Complaints about construction extensions.
- Notification of property transfers.

**Managers Report.** Included many maintenance issues. The pool pump died the day before the Fourth of July, but was resolved with a new purchase during a time of supply difficulties. There was also a broken Barnswallow window, refrigerator repair, HVAC in Castle repair, and non-working Park lights. We await the assessment of foundation issues in our most iconic property, the Castle. Brick work at the roof is deteriorating.

M. Fuller inquired if the whole building needed an assessment to better understand the problems.

M. Littlejohn informed the membership that Hope College was built using the same brick as the Castle. They have also experienced problems and talking to them may help us learn more.

**Financial Report.** Burns gave a report by Treasurer Vahey. There are no variances and the Association is in good shape. We continue to maintain a \$30,000 account for emergencies. The Capital Savings Fund should finish around \$100,000.

## Committee Reports

- a) Architectural. Anticipate new Maentz home to be a 2 year project. Notice of property transfers to discuss potential remodeling or rebuild projects helpful. Expect Mark Winter and Ned Jannotta construction projects to complete by next season.
- b) Barnswallow. Successful Cottage Tour benefit raising targeted funds. Manager, Mosby Cazer had a successful year. Some work remains. The cabinets must be coated to pass County Health Department requirements. A finish to the concrete floors was planned. Replacement of beams and historical architecture hoped to be completed. There is a wish list for funding future projects.
- c) Beach. Water levels still retreating from it's high of 2 years ago. Main Beach stairs will receive new stain in September. South Beach Sand Ladder was removed because it became hazardous. South Beach less cluttered, but receiving heavy usage. Need 2 new anchors, chain and ropes for next season.
- d) Beautification. New plantings and trees. Watering. Trimming and cutting back around Park. Painted back of signs by Post Office. Erected new black fencing at backstop. Purchased wicker baskets for library. New chairs and table and rebuilt stairs for discovered Eb's patio.
- e) Building and grounds. Consultants looking at Castle windows and foundation. Brickwork at roof is deteriorating.
- f) Communications. Directory information comes from the website, so please keep current. Managing 2 annual Banners, a website that accepts announcements and calendar events, rules, regs, bylaws, and rentals. A Facebook page is also maintained.
- g) Facilities and Rentals. 4 weddings on the books for 2023 already. Available dates filling.
- h) Library. Active season. Book club reading, talk by Bill Whitbeck on publishing, brownie and book sale. All children's books have been moved from the Meeting House to Castle Library.
- i) Long Range Planning. Will be planning for the future instead of annually. Began a sustainability initiative. Completed a facility asset review.
- j) Play Class. Liz Webb will act as chair next year, with Claire Minneman assisting.
- k) Roads and Security. County bid for Audubon Road expected to go out in Fall with work proceeding in the winter. Whitbeck's informed the membership that they have submitted a construction permit application to repair the damaged section of the wall on their property. They have also requested the County resolve the existing safety issues. We understand the County is looking at the Whitbeck proposal. There has not been a response to re-stripping.
- l) Social. Continued traditional events of dune dances, burger broils, OTR gatherings, Rock the Park, and soft ball games. New ideas included a food truck for Rock the Park, trying new dinner vendors, costume dance with DJ, and merchandise pop-up.
- m) Tennis. New chair, Randy Ford. Boersma will return as Tennis Pro for 2023 season. Ford and Boersma will interview for a new assistant pro through Hope College tennis management program. Growing programs consist of cardio tennis, lessons and mixed and men's doubles Tournament. May add next year a women's doubles tournament, 12 and under group clinic, CP vs. Mac Junior match and Century Doubles Tournament.

**Old Business.** None.

## New Business.

1. Election of three new members to the Board. Nomination Committee Slate: Ben Conant, Joy Fossel, and Judy Kernahan.
2. Nominations from the floor. None.

**Motion** by Hedblom, second by Allen to elect the slate as presented. Unanimous Approval.

**Closing Comments.** There will be no construction extensions next season, so please plan accordingly. Inform our Manager of any property transfers, so billings can be completed. Golf carts should be registered with the Manager.

**Adjourn.** With no further business, the meeting was adjourned at 6:30.

Respectfully submitted,  
Suzanne Dixon, Secretary  
Castle Park Association