

Lake Mason Improvement Committee Meeting Agenda
Wednesday February 7, 2024, 7 pm
Douglas Town Hall / Briggsville Fire Department

ZOOM link <https://us02web.zoom.us/j/83692011648?pwd=OEdGMHNLM3INWGF5R3VFaDdTcHZSUT09>
Meeting ID: 836 9201 1648 Passcode: 468181

AGENDA

- 1) Update on monthly water testing See Attachment

- 2) Engagement Project
 - a) Neighborhoods / Directory
 - i) Maps A
 - ii) Review the number in each neighborhood. B
 - iii) Review Reps in each neighborhood B
 - iv) Determine any concerns / issues with “neighborhoods.”

 - b) Review/approve anticipated expenses. C

 - c) Review the Draft introductory letter to be sent to all Lake District members explaining the Engagement Project & introducing the Reps D
 1. Address label is to Tax address.
 2. Return address labels??? Reps addresses? Barb’s address? See attachment G

 - d) All Cmt members / Reps will get
 - i) A sample Packet for Lake Residents. Packets include: Blue Folder
 - a. Folder
 - b. Labeled with resident & their lake address
 - c. On the left:
 - i. Copy of introductory letter sent to all Lake District neighbors, explaining the Engagement Project & introducing the Reps.
 - ii. LMMD overview & accomplishments
 - iii. Be a Lake Steward (printed back-to-back) with Helpful Resources
 - iv. Do I Need a Permit? Who Do I Call?
 - v. Lake Map
 - d. On the right: Brochures
 - i. Healthy Lakes and Rivers
 - ii. Help Stop Aquatic Hitchhikers
 - iii. The Water’s Edge: Helping Fish and Wildlife on your Waterfront Property
 - iv. Protecting Your Waterfront Investment: 10 Shoreline Stewardship Practices
 - v. Self-Evaluation Checklist for Waterfront Runoff

 - ii) Sample list of Residents to be used to document your meetings. E

 - iii) Sample “missed you” letter F
 - (1) Envelope
 - (a) To: label? None? Hand write to?
 - (b) Return address label? Rep’s address? LMMD logo? G
 - (2) Highlighter will be provided.
 - (3) Take your own tape.

(over)

- 3) Packets for Airbnb's on or near the lake. Jeff Packet in Sheet protector
- a) Every Rep will get 2 packets.
 - b) When meet with residents, ask if they have property on or near the lake that they rent.
 - i) If yes, offer packet of info to be available for renters.
 - (1) Packet: Items 3-hole punched and in Sheet protector for easy handling.
 - (a) Help Stop Aquatic Hitchhikers brochure
 - (b) LMMD / Wake boat / Boat landings / DNR contacts letter
 - (c) Map of Lake Mason
- 4) Turn in folders & Airbnb packets for Barb to update and return to you at next meeting.
- 5) Review the plan for future meetings.
- a) March - 7 pm Prefer in person attendance. Will also offer by Zoom
 - i) Choose TWO March meeting dates. **You must attend one of these!**
 - (1) Monday March 25 or
 - (2) Tuesday March 26 or
 - (3) Wednesday March 27
 - ii) Agenda for March.
 - 1) Discuss any questions / issues from reading entire packet.
 - 2) Role play responding to Residents questions / concerns.
 - 3) Highlight and stuff introductory letters.
 - i. Labels
 - ii. Envelopes
 - iii. Stamps
 - b) April 22, Monday, 7 pm - Prefer in person attendance. Will also offer by Zoom
 - i) Agenda
 - 1) Build Resident and Airbnb Packets
 - 2) Reps receive all materials.
 - a. Folders
 - i. 1 for each LMMD Resident
 - ii. A few extra Resident packets for outreach passed LMMD members
 - b. Airbnb / Rental use packets - 2 for each Rep
 - c. Missed you letters / envelopes / highlighters.
 - i. # letters & envelopes needed?
 - d. Lists of Residents for recording your face-to-face visits
 - c) 3rd Monday of May, June, July, and August. Short meetings. By Zoom only.
May 20, June 17, July 15, August 19. All at 7 pm
 - i) Agenda
 - 1) Update from Reps.
 - a. Reps provide copy of Resident Lists indicating visits made.
 - b. Troubleshooting issues / concerns
 - c. Track progress toward reaching goal of 90% by July

Note: Annual meeting of LMMD is tentatively May 25