

Rob**	Rick*	Vacant	Michelle*	Joe**	Bill*
President – duties in by-laws	Treasurer – duties in by-laws	Vice President – duties in by-laws	Secretary – duties in by-laws	Director	Director
PPOA Website Administrator	Rental operations - employee supervision		Address database	Insurance policies	Annual picnic
Online contact forms - Triage	Maintenance operations – contractor/employee supervision		Annual assessment mailing	Asset inventory	Zoning noncompliance report (quarterly)
Drumbeat editor	Firewise grant and expenditures		Property map	Signage	Restrictive covenants
Annual assessment letter	Annual assessment invoice		Monitor and distribute mail		Sponsorship program
Strategic planning – Board governance	Title company paperwork		Volunteer recruitment and coordination		
Liaison to Barnes Town Board					
Liaison to Bayfield County Board					
Past-due assessments – letters and communication					
Past due assessments - legal					
Title company paperwork					

* Year-round resident of Potawatomi

** Seasonal resident of Potawatomi