

Meeting Minutes

Jonathan Association Board of Directors – August 12, 2014

Attendance: Denise Hedtke, Jon Heers, Mark Perry (President), John Siegfried, Kristin Hempel, Stephen Wolff (Treasurer), Judith Bostrom, Michael Lynner (Secretary).

Kelli Snapp (Vice President) was absent. Kirk Gassen from Gassen Co. & David Hellmuth of Hellmuth and Johnson were also present. David Hellmuth left the meeting after open forum.

Call to Order: President Mark Perry called the meeting to order at 6:36pm.

Designate the Quorum: 8 present, quorum reached.

Agenda: Adopted as presented Wolff/Hempel, passed 8-0.

Minutes: Adopted as amended. (Denise Hedtke was listed as present when she was absent at last meeting) Wolff/Hempel, passed 8-0.

General Reports:

President's Report/Executive Committee: National Night Out was August 5th, which was very successful.

Heritage Committee: Denise stated that Marsh Halberg is getting a cost estimation to reproduce some historical documents. Deb Perry is interested in being added to the Heritage Committee

ARC Committee: Reviewed requests with a couple requests still pending. Committee met one time during the last month and is actively working on a new ARC Request. Kristin stated that there is an open policy resolution that needs to be approved from the previous committee.

Activities Committee: National Night Out was a big success on August 5th.

Building & Grounds Committee: John stated that activity will begin 8/13 for the drainage portion of the trail restoration project. Asphalt Associates will be doing the trail improvements beginning next Monday. John will meet with Asphalt Associates on Monday 8/18 to assess the project with Roger (Asphalt Associates). John will have a better idea of how this project is going to turn out next month. **Motion to approve Asphalt Associates for up to \$7,000 additional for sealcoating contingent on Jay's Rain and Drain reduced bid of the same amount. Wolff/Hedtke, Passed 8-0.**

Neighborhood Representative Committee: Judith reported that whether or not a neighborhood outreach committee is necessary. Out of 80 emails sent out; only 1 has responded. Judith suggested that a message be included in the next small mailing that goes out to residents to get the word out about the committee. Judith suggested that a discussion should be had on whether or not to continue mailers to residents due to the cost.

Apartment Correspondence Committee: Mark stated that he was in contact with Allison with CDA, who are currently working on a project that will directly impact/improve some Jonathan property. This will be tabled until next month.

Treasurer's Report: operating funds is 391000, reserve funds at \$402,000. **Motion to have all petty cash from the Karen House be deposited to reduce line item 1025 to \$0.00. Wolff/Hempel. Passed 8-0**

Finance Committee: Kristin Hempel has joined the Finance Committee. Stephen suggested that the Board should start thinking about the 2015 budget, including Association Dues to increase or remain the same. The maximum amount that dues could be increased is 5%. Any committee budget requests for the next fiscal year should be brought forward before the September Board Meeting.

Management Report: Kirk Gassen reporting. Stephen Wolff recommended that all vendors paid for the 4th of July being coded to 5182 instead of 5183. Denise Hedtke noted that the Monument Signs project is marked "Completed", but she stated that Neighborhood 8 still had an old sign; The Karen House is still waiting for refurbishment and the Board recommended looking at the Marsh Halberg Sliding Hill sign as well. Kirk Gassen stated that Gassen Co is currently looking for an On-Site Property Manager for the Karen House. Also

suggested that the Job Description of both the Property Manager and Maintenance Technician. Carla Gruenhagen will be the new account manager of the Jonathan Association. Moving forward, Carla will be attending all Jonathan Meetings and will work directly with the Gassen Company. Kirk suggested that a full time maintenance person is not needed during the winter months. Kristin noted that for any contract work to be done requires 3 bids. Karen House will be open 2 days a week between 2 & 4 hours a day; there will be an answering service provided. Contact information will be sent to Board members for Carla, who starts full time with Jonathan on 8/18.

Review of Calendar of Events: Fall Cleanup will be at the end of October.

Old Business:

- A.) Trails Project:** Further report at the September Board Meeting
- B.) Seedling Awards:** (Brian Cody, Dan Snapp, Vic Banetti) + Girl Scout Troop 16550, & 13 National Night Out Registrants from 2013. Approved at July Meeting
- C.) Apple Awards:** Nominations for Apple Awards have all won the award in 2011. Stephen stated that there has been a winner in the past who won multiple times. Judith suggested that the Apple Award recipients receive an Apple Pie; also asked how the awards were presented. Suggested having a ceremony to acknowledge the winners.
- D.) On-Line Registration:** Mailer presented to Board that will be sent out to Jonathan Residents to help register online to pay dues via Gassen's new website: www.Gassen.com . Kristin asked if there was an "opt out" option for residents to be able to pay their dues but not receive mass emails. Stephen asked about a participation plan and communication with account holders. Kirk stated that if a house is sold, all former homeowner information is deleted from the database.

New Business:

- A.) Committee Budgets:** Addressed earlier in Meeting
- B.) CDA Request:** Covered in Apartment Correspondence.

Motion to adjourn: Meeting was adjourned at 7:49pm Wolff/Hempel. Passed 8-0.