

Meeting Minutes

Jonathan Association Board of Directors – June 10, 2014

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

Call to Order: President Mark Perry called the meeting to order at 6:50pm

Designate the Quorum: 8 present, Quorum reached

Agenda: Amend to add item E to New Business: Board Member Etiquette. Siegfried/Wolff, Passed 8-0

Minutes: Minutes approved as amended. Wolff/Snapp, Passed 8-0

General Reports:

President's Report/Executive Committee: President Mark Perry met with Gassen staff to discuss services, billing & collections process, use of the Karen House during working hours, Gassen's authority to pay up to 5 payments up to \$1000 per month (including emergency tree trimming). President Perry and Treasurer Stephen Wolff also met with ADAC on 5/19 regarding collections processes. Also approved a salary increase for Jodi and signed a representation letter from Michael Mullen. Received recommendation from David Helmuth regarding the "Tragedy of the Commons". Encouraged residents to turn as many day-to-day responsibilities over to Gassen.

Heritage Committee: Jodi stated that Marsh Halberg met with some Jonathan residents and took some inventory of Jonathan documents determining what should be kept/copied/documentated. More updates in July meeting from Marsh.

ARC Committee: Kelli stated that the committee met twice and as able to start a case numbering system to use during discussions. Notice of decision form/cover letter drafted and approved for use. Members have made visits and phone calls to homeowners per ARC requests. Committee chair has met with Jodi twice a week for request/complaint issues. New charting system for ARC complaints started week of May 22nd. 5 ARC requests have been reviewed through committee meetings.

Activities Committee: July 4th event is looking for volunteers to assist in Fun Run, 4th of July parade and clean up. Marsh Halberg will help again this year with event at Karen House. Schwann's Ice Cream is this year's vendor. Kelli is looking for another option outside of the petting zoo amongst concerns regarding hospitality. National night out is the next big event scheduled for the first week of August.

Building & Grounds Committee: John reported that there has been a partial (non-fee) assessment of the Jonathan trails. There are recommendations on repairs needed. Cleanup at the Pavilion Beach by 3rd grade girl scouts will be next weekend. John will help with trimming/grounds maintenance around the pavilion building. Local architect looked at the pavilion and feels that the building has a good structure and does not see it as a candidate for demolition. **Kristin Hempel motioned to contribute to the Girl Scouts up to \$1,000 in assistance for helping clean up the pavilion area based on what their needs/recommendations are. Hempel/Siegfried.** Judith Bostrom would like the donation to be "need-based" and noted that Jonathan was the Charter Sponsor for the troop, but not against the idea. John Siegfried suggested that we take our time to find out what the Girl Scouts could use and help them out that way. **Motion passed 8-0**

Neighborhood Representative Committee: Judith Bostrom said that 60 email invitations had been sent out regarding the opportunity to be part of the Neighborhood Outreach. Flyers will also be posted on mailboxes and the next newsletter. Residents will also be able to find out information on the Jonathan website. Quarterly meetings will be starting in June, with another in September. Stephen Wolff asked if a budget had been set for meeting expenses, this will be a bigger issue when the committee gets larger.

Apartment Correspondence Committee: No report

Treasurer's Report: Stephen Wolff reported that the operating funds balance is about \$506,000 Reserve funds is \$310,000, Month ending 5/31 Jonathan is under budget by about \$31000, Jonathan is \$60,000 under budget year to date.

Finance Committee: Stephen and Mark met with the management team to discuss collection efforts. There are 3 cohorts of delinquent homeowners that are being collected in-house. ADAC is collecting on homeowners that were delinquent prior to 2012. This includes 108 active cases and 295 closed cases according to ADAC. 2 collection attorneys have submitted letters of interest and are being reviewed by the committee. Gassen is also currently gathering data on the specific number of homeowners per cohort that are delinquent. The finance committee recommends that an in-house collection campaign be developed while the two new collection companies are being researched. It is also recommended that the board ask the management company to write an action plan, draft letters, and provide a comprehensive plan to the executive committee for review prior to June 17, 2014. **Motion to adopt committee charter as presented. Hempel/Seigfried passed 8-0**

Litigation Committee: ARC charter was reviewed by David Helmuth and a recommended charter was presented to the board with changes made after legal counsel. **Motion to adopt the Jonathan Association Architectural Review Committee guidelines version 5.22.2014 Wolff/Bostrom. Passed 7-1.** Guidelines will be posted to Jonathan website.

Management Report: Jodi stated that the Karen House is very busy with people coming in on a daily basis. Many landscaping teams have been out to try and clean up monument signs and common ground areas. Newsletter will be out tomorrow; new things added to the newsletter. 4th of July postcards have been sent to printer and done. New monument signs will be going up in the next week. Jodi has been working with Mike Tudor in improving the Jonathan Association website and improve the visitor traffic. Lake Grace signs were removed and new ones will be put up in their place. Mail stations will also be used more in getting information out to residents.

Review of Calendar of Events: 4th of July celebration, fun run & 5k. National Night Out is August 5th.

Old Business:

- A.) Gassen Management Contract:** presented in President's report. **Motion to approve Gassen Management Contract for a term of 3 years beginning on November 1, 2014 and expiring on October 31, 2017. Wolff/Hedtke. Passed 8-0**
- B.) Asphalt Repair Proposals & Updates:** Asphalt Associates gave a presentation regarding the trail condition of Jonathan trails and an action plan to repair the trails. Staged sections of trail on a case-by-case basis to allow for budgeting. Roger showed pictures of high-priority areas to be crack filled and seal coated in the near future. **Motion to go ahead with Asphalt Associates and the areas that can be repaired away from tunnels so that the project can be coordinated with the city up to \$100,000 with the contingency that city completes the tunnel projects on their own. Perry/Bostrom. Passed 8-0.** Jodi will find out the time frame in which Asphalt Associates was thinking for a project timeline.
- C.) ADAC Update:** Meeting held on May 15th. Outlined in Finance Committee report. ADAC would like to meet with President Perry and Treasurer Wolff
- D.) Clover Mail Station Update:** Jodi looked into getting locked mailboxes in the affected areas, also spoke with the USPS in Chanhassen and was told that it was a great idea. 2 locked mail stations would be approximately \$1,400 plus labor costs.
- E.) Gassen Collections policy:** Addressed in finance committee report.

New Business:

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A.) Charters/Mission Statements **MISSING FROM VIDEO RECORDING**

B.) Budget Items **MISSING FROM VIDEO RECORDING**

C.) Seedling Awards: Neighborhood outreach members, Girl Scouts, 4th of July volunteers would all be candidates for the awards. List of names based on those recommendations will be brought to next month's board meeting.

D.) Heritage Committee Document: Motion to post "While One Strolls along Jonathan Trails" as amended to Jonathan Association website under "Historical Documents" Wolff/Snapp. Passed 8-0

E.) Board Meeting Etiquette: Discussed earlier in the meeting. No discussion.

Motion to adjourn Perry/Meeting. Passed 8-0.

Meeting Adjourned at 8:50pm.