

## Meeting Minutes

Jonathan Association Board of Directors – June 9, 2015

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**Attendance:** John Hace, Denise Hedtke, Jon Heers, Kristin Hempel, Justin Scharpen, John Siegfried, Stephen Wolff

**Absent:** Judith Bostrom, Mark Perry

**Gassen:** Carrie Maass, Carla Gruenhagen

**Open Forum:** Clover Ridge garbage receptacle storage/screening

**Call to Order:** Called to order by Stephen Wolff 6:40 pm

**Designate the Quorum:** Quorum designated.

**Agenda:** John Siegfried amended the agenda to include *tree protectors* under unfinished business, *attorney contact* under new business, and Kristin Hempel amended agenda to include *waiving fees* under Finance Report; **adopted as amended. Scharpen/Siegfried. Passed 7-0.**

**Adopt May Minutes:** Motion to approve May minutes Hace/Hempel. Passed 7-0.

### **Unfinished Business:**

#### A.) Capital Improvement Projects

- a. John Siegfried recommended waiting for silo painting discussion/update due to Judith Bostrom's absence.
- b. Trail update – John Siegfried-locations & John Hace-finances. Asphalt Associates can start work third week in June. **Motion to approve trail plan presented by Building and Grounds. Hempel/Siegfried. Passed 7-0.**
- c. Clover Field Mailboxes. Projected to be installed by July 1<sup>st</sup>.

B.) Eitel House. Awaiting appraisal. Building and Grounds recommends splitting the house lot off from the playground. Surveying is necessary. Management will initiate the surveying conversation with the city.

C.) Apple & Seedling Award Nominees: **Motion to accept Seedling Award nominees. Hempel/Hace Passed 7-0. Motion to accept nomination of Kelli Snapp for Apple Award. Hedtke/Scharpen. Passed 7-0.**

D.) 4<sup>th</sup> of July Celebration: Carrie met with John Hace and Kelli Snapp; making preparations and keeping Justin Scharpen up to date. Many new and returning attractions are planned.

E.) Insurance renewal

F.) Structural repair at the Karen House: Stephen executed the contract 6-9-15. Contract comes in under budget and has been signed.

G.) Radon remediation at the Karen House: only received one written bid. **Motion to accept bid from Radon Squad for \$1850 and ask that they schedule as soon as possible. Siegfried/Hace. Passed 7-0.**

H.) Written committee charters: Stephen requests that committee chairs review or write committee charters and submit before July board meeting.

I.) Tree protectors: staff did tree assessment. \$1700 to protect 1100 trees with Arbor Gard + Tree Trunk Protectors. **Motion to approve purchasing 1100 protectors for \$1700 and labor for installation, as needed. Siegfried/Scharpen. Passed. 6-2 Motion to rescind the previous motion Hace/Siegfried 7-0. Motion to approve purchasing 1100 tree trunk protectors for \$1700. Siegfried/Hedtke. Passed 6-1.**

**New Business:**

- A.) Food drive Judith, with information, is absent. **Motion to table food drive Wolff/Siegfried**
- B.) Bid preference: John Siegfried prefers that management acknowledge that whenever possible they seek vendors who do business locally. Kristin Hempel voiced that she is committed to obtaining three bids on projects and encourages local vendors to stop by the Karen House to introduce themselves and their businesses.
- C.) Attorney Contact: Board members can obtain legal opinions from David Helmuth, Jonathan attorney, without the whole board. Stephen Wolff provided clarification on board members' access to attorney. Attempts to resolve issues through the President/Board members should be made, first.

**General Reports:**

**Management Report:** Bobcat auger adapter. John S. recommends purchasing adapter (~\$50-100). Vern prefers selling it (~\$1100). **Motion to take the auger to Lano Equipment to have it upgraded to fit current Bobcat. Siegfried/Heers. Passed 5-2.**

Karen House hours: Leave as is. N4 tree. Move it.

**Calendar of Events:** 4<sup>th</sup> of July cards to be mailed out about 6/12.

**President's Report:** continue to work on strategic initiatives. Stephen recommends meeting of board and management team to review them.

**Activities Committee:** John, Kelli, and Carrie met. Justin complimented managers and committee. Requesting budget increase to \$10,000. Directed to spend, as needed, and move money in budget, after celebration.

**Neighborhood Representatives:** no report

**Architectural Review Committee:** no denied requests. Several approvals.

**Heritage Committee:** no report

**Building and Grounds Committee:** **Motion to approve Vern as project manager/supervisor for trail improvement projects for 2015. Siegfried/Heers. Passed 6-0. 1 abstention.** Discussion of ownership of small sections of path. Should they be seal coated with JA project? Stephen directed management to clarify who owns those small sections, if it can be done in a timely manner. John Hace mentioned that some trails were listed as "need more data" in report. Requests clarification from Asphalt Associates.

**Treasurers Report/Finance:** Reserve fund may need more FDIC coverage. No action items needed.

Waiving fees: Kristin H. shared concerns over low balance delinquencies. Stephen explained legal portion. Kristin recommends writing off delinquencies under \$100. Carla agrees that there should be some adjustments, but is not in favor of waiving any legal fees because those costs have already been incurred by JA. **Motion that anyone listed on the \$100 and under delinquency list, that has a late fee *only*, be written off. Hempel/Hace. Passed 7-0.** **Motion that anyone listed on the \$100 and under delinquency list that has dues and/or legal fees outstanding not receive any more invoices until their annual dues invoice. Hempel/Scharpen Passed 7-0.**

**Motion to adjourn: Motion to adjourn Siegfried/Hempel. Passed 7-0. 8:41pm.**