

MEETING MINUTES

Jonathan Association Board of Directors – March 12, 2013

Attendance:

Board: David Snodgrass (President), Stephen Wolff (Vice President), Kristin Hempel (Secretary), Mark Perry (Treasurer), Jon Heers, Kelli Snapp, and Mike Lynner

Gassen: Nicole Kirk

Call to Order

Meeting was called to order at 6:43pm, by David Snodgrass.

Designate the Quorum: 7 board members present; a quorum has been reached.

Agenda: The agenda approved as presented: Perry/Wolff. Motion passed 7-0.

Minutes: The minutes were approved as presented: Perry/Wolff. Motion passed 7-0.

General Reports

- **President's Report/Executive Committee**
 - David Snodgrass stated that the Annual Meeting was reasonably attended with 120 votes represented
 - Three amendments were passed and are posted on the web site or available at the Karen House (an appointment is recommended)
- **Heritage Committee** – No updates at this time
- **Communications Committee**
 - David Snodgrass noted that the web site went down for two days, but the issue has been resolved and that the spring newsletter will be out shortly
- **Architectural Review Committee**
 - Kristin Hempel stated that there were an ARC inquiry occurred for roofing materials and that a homeowner was contacted per the newly implanted Policy Resolution #16 (as presented in open forum)
- **Activities Committee**
 - Kelli Snapp reminded everyone of the garage sale (April 27th) and stated that the Westbrook Church will be helping this year. Registration forms are available on line and data will be provided in the newsletter
- **Apartment Correspondence Committee**
 - David Snodgrass stated that Nate Bostrom mentioned that there has been some conversations and there will be additional meetings in the future
- **Adhoc Annual/Special Meeting Committee**
 - David Snodgrass noted that this is in process and Nicole Kirk is working on the documentation

- **Treasurer's Report/Finance Committee**
 - Mark Perry provided the following highlights:
 - Operating fund is just under \$440 thousand
 - Accounts Receivable is at \$403 thousand and is higher due to the end of 2013 annual dues outstanding
 - The settlement check has been forwarded to Jonathan and the remaining balance has been written off
 - The reserve is just under \$123 thousand (and has grown by approximately \$34 thousand since the beginning of the year)
- **Management Report**
 - Nicole Kirk provided the following updates:
 - Updates were received on the Clover Ridge/Engler Road expansion project
 - Annual Meeting has been completed
 - The Mailbox replacement project is underway with approximately 20 mailboxes being replaced
 - Trail/Common ground tree trimming completed
 - Nancy and Nicole have a meeting scheduled to review the new reserve study on March 19th – recent capital improvements will be discussed
 - Bids are currently being obtained for a replacement roof for the Karen House
- **Calendar of Events Update**
 - David Snodgrass stated that the Spring Newsletter mail drop will be March 25th, David will not be at the next Board meeting due to a conflict, and the 27th Annual Festival of Garage Sales will be held April 27th
 - Additionally May will include the Spring cleanup and the Apple/Seedling Awards
 - Stephen Wolff suggested that the deadline for the garage sale to go to print be added to the calendar

Old Business

- **Decision re: Benz Enterprises Summer Contract Renewal** – A motion was presented to renew the Benz Enterprises Summer Contract for a period of one year, three bids are expected where reasonably able for all vendors from this point forward: Wolff/Lynner. Motion passed 7-0.
- **Elect Board Officers and Committee Chairs**
 - A motion was presented to re-elect Kristin Hempel as Secretary: Snodgrass/Wolff. Motion passed 7-0.
 - A motion was presented to re-elect Mark Perry as Treasurer: Hempel/Wolff. Motion passed 7-0.
 - A motion was presented to re-elect David Snodgrass as President and Stephen Wolff as Vice President: Lynner/Wolff. Motion passed 7-0.
 - Kristin Hempel will be the Chair of the ARC Committee and Jon Heers will join the current committee members
 - Kelli Snapp will be the Chair of the Activities Committee and Kristin Hempel will join the current committee members

New Business

- **2013 Goals –**
 - David Snodgrass presented suggested 2013 Goal areas as follows:
 - Communication: Mike Lynner volunteered to help spearhead the goal documentation process
 - Brand: Kristin Hempel volunteered to help spearhead the goal documentation process
 - Volunteerism: Kelli Snapp volunteered to help spearhead the goal documentation process
 - Collections: Stephen Wolff volunteered to help spearhead the goal documentation process
 - Dialogue with Rental Owners: David Snodgrass volunteered to help spearhead the goal documentation process
 - No Increase in Assessments and Obtaining another member for the Vacant Board Seat will be worked on by all members of the Board
 - Goal areas will be documented, include metrics, and David Snodgrass will send out a template for use when reviewing goal areas to ensure consistency

Motion to adjourn meeting was called at 7:28pm: Lynner/Wolff. Motion passed 7-0.