

Meeting Minutes

Jonathan Association Board of Directors – March 14, 2017

Attendance: Steve Dummer, Stephen Wolff, John Hace, Justin Scharpen, Afua Owusu-Baafi, Judy Grosch, and Kelli Snapp

Gassen: Carrie Maass – Site Manager, Natalie Martynow – Senior Association Manager

Open Forum: Members from 744 Ashley Drive, 746 Ashley Drive, 722 Ashley Drive

Call to Order: 6:30 pm

Designate the Quorum: quorum designated, 7 directors present

Adopt Agenda: Motion to adopt agenda as written, Hace/Owusu-Baafi. Adopted as written, 7-0

Adopt Minutes: Motion to adopt February meeting minutes, Dummer/Hace. Passed 7-0

Unfinished Business:

- A.) No unfinished business

New Business:

- A.) **Board Action Request Form & Request Action from Homeowners:** Scharpen voiced his support for the adoption of using formal request templates. Maass reported that homeowners as well as board members can use these forms prior to board meetings so it gets included. Hace asked if the forms are filled out by management. Martynow suggested having the forms available on the website. Hace then asked Martynow about tracking. Wolff commented and thought it was a fantastic idea, but he thought that the background area needs to be thorough. Motion to adopt the templates that management has developed. Dummer/Wolff. Passed 7-0.

General Reports:

Management Report:

Maass addressed the written management report and noted that a list of annual initiatives will be included moving forward. Hace inquired about the bobcat replacement. Maass included it because it is part of the reserve study, but that management has taken it off the list of capital expenditures. Wolff requested information on how much improvements are needed. He does not want management to experience a breakdown during busy months.

Maass discussed Christmas in May. Notified the board that the organizers are low as far as a list of homes that could use improvements. Requested the board to think of any properties who could potentially benefit from Christmas in May efforts. Motion to approve \$500 donation to Christmas in May. Wolff/Grosch. Passed 7-0. **Board directive: Please cross reference a list of homes with ARC violations and encourage homeowners to apply.**

Trail Improvements: Maass had Asphalt and Associates on-site in March. Management in coordination with Asphalt and Associates came up with a suggested list of trails to be improved. Hace inquired as to whether any other bids have been requested. It is Maass'

understanding that the Association is staying with Asphalt and Associates over the course of a five-year plan. The board discussed the history of trail improvements during 2015 and 2016. Martynow asked the board for direction on trail improvement bid process. **Motion to direct management to get two more bids for trail improvements. Hace/Dummer. Passed 5-2.**

Wolff requested discussion around the trails that management has recommended for improvement during 2017. Hace asked about the criteria for choosing trails to be improved. Management discussed the pacer rating and noted that it is an industry accepted practice. Scharpen expressed that management is in the best position to make determinations as to which trails should be improved. Hace discussed trails that he would like to see added, which are in N10. **Motion to add three trails to list: B, C in N10, and a trail as specified by Hace in N12 that is not marked on the map. Hace/Dummer. Motion Failed. 1-6.**

Motion to accept list from management with the addition of trail B & C in N10. Wolff/Hace. Passed. 7-0.

Landscaping at Pavillion: Maass presented plan to the board. Wolff commended the board on taking swift action getting the project on the calendar. Wolff feels as though the landscaping company is well prepared to complete the project. Wolff shared concerns regarding management getting approvals from the DNR or the Carver County Watershed. Wolff asked that the plan be put on the website or in the newsletter. **Board Directive: Please post the pavilion landscape plan including a narrative on the website within the next 30 days.**

Commemorative Benches: Maass presented bench types to the board. Grosch shared concerns that benches may not get used and questioned the cost. Maass proposed assessing tot lots that could use new benches. Scharpen inquired about whether or not benches have been assessed throughout the association. **Board Directive: Please assess benches to be replaced throughout the Association.**

Cash Account Diversification: Martynow presented an option to allocate cash into an account with higher interest rate returns. Martynow noted that the specific account is liquid. Dummer inquired as to the process of making the change. **Motion to allocate cash operating funds into an ICS account. Dummer/Grosch. Passed. 7-0.**

Bank Signatures for Officers: Management noted that bank documents should be updated to reflect current officers. Scharpen thanked management for bringing this to the board's attention.

Maass discussed remaining items on the written management report.

Board Directive: Please add a narrative to the website that explains the difference between a sub-association and the Jonathan Association.

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Martynow proposed the idea to change the logo of the Jonathan Association to the updated logo. Scharpen urged the board to be mindful of the fact that the Association has a Heritage Committee and asked that the board defer decisions until input can be gathered.

Wolff recommended foregoing the decision to put the Festival of Garage Sales sign on the newly painted silo.

Board Directive: Please do not put any signs on the silo.

Calendar of Events:

Presidents Report: Scharpen summarized the written report. Scharpen acknowledged management for their professional presence at the 2017 Annual Meeting.

Activities Committee: No Written Report

Architectural Review Committee: Wolff reported on efforts underway with overseeing the Highway 41 expansion projects, and also presented parcel maps of properties which will be affected. Wolff also suggested that board will need to take steps to protect Jonathan common elements in the future.

Heritage Committee: No Written Report.

Communication Committee: No Written Report

50th Anniversary Committee: Grosch summarized the written report.

Treasurers and Financial Committee: No Written Report

Adjourn: Motion to adjourn, Wolff/Dummer. Passed. 7-0.