

Meeting Minutes

Jonathan Association Board of Directors – September 9, 2014

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

Call to Order: President Mark Perry called the meeting to order at 6:30pm.

Designate the Quorum: 8 present, quorum reached.

Agenda: Add "Grounds Maintenance" to V. Committee Reports was suggested by John Siegfried. Judith added "interior maintenance of the Karen House" to the agenda. Mark Perry added "request from Lake Grace Apartments" to the agenda. Motion passed Siegfried/Wolff 8-0

Minutes: Approved as amended. Wolff/Hedtke 8-0

General Reports:

Treasurer's Report: Operating funds balance is \$339,248.13, reserve fund balance is \$362,061.20. For the month ending 8/31/14, Jonathan is under budget by \$4921.97. Year to date, the Jonathan association is under budget by \$68,899.01. Year to date, we have contributed \$159,468.00 to our reserve fund—on par with the annual budget. The board has approved aggregated capital expenditures in 2014 of \$138,220.00; this amount includes approximately \$90,000 for trail repairs, \$33,220.00 for drainage and \$15,000 for the sign replacement project. It is the recommendation of the Treasurer and the Finance Committee that dues for 2015 remain flat and are not increased. Motion that Jonathan cancel the city of Chaska internet as a second internet provider at the Karen House. Wolff/Siegfried. Passed 8-0. Motion to cancel Comcast Cable from the Karen House Bostrom/Siegfried; discussion was whether or not the bundle package would be cheaper or more expensive than only internet service. 4-4; Motion tabled Wolff/Bostrom pending investigation by Gassen regarding bundle cost or single service cost.

Finance Committee: Committee met once during the last month and presented a revised collections policy that was adopted by the board in August. After careful consideration, the committee recommends that the dues for 2015 not be increased. In the next month, the committee will review the 2015 draft budget and looks forward to board approval in October.

President's Report: Quiet month overall, one communication has been received from the Lake Grace Apartments regarding their request for \$10,000 to help offset their cost of drainage improvements. Many of the costs that they sent are on Jonathan property. We are still waiting to hear back from CDA regarding these issues

Activities Committee: Kelli reported that the next event is cocoa and coasting. This year it might be changed from Friday afternoon to an earlier time on Saturday afternoon keeping the safety of the children in mind. Everything will remain the same as far as attractions and events. The "Fall Clean-up Day" will be scheduled for the end of October, no date is currently set.

ARC: 3 requests have come through, 2 are very simple paint requests and the 3rd is a structural request that needs committee discussion. Stephen mentioned that the new ARC request form is not on the website.

Grounds and Maintenance: John Siegfried stated that between 4 and 5 thousand linear feet have been overlaid on the trails. John also mentioned that the asphalt company said that the project should be within their original bid. Kelli stated that there were a few low spots in the new trail by her house and John said that he would look into it. Many drainage issues have been fixed. John would like to know who is responsible for taking care of any trees that may fall. Jay's was able to tie into a majority of the existing storm drains. John

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stated that he doesn't feel an urgent need to complete any of the projects this year and wait until spring 2015. Mark Perry stated that he believes that an assessment should be done this fall based on the fact that the Jonathan Association has "ear-marked" roughly \$5,000 for the assessment and the assessment needs to be complete. Judith suggested that we get on Asphalt Associate's schedule for early spring. John showed a map of Jonathan showing Jonathan ownership of properties, City of Chaska property, and private ownership. John also mentioned that there are trees in Cloverfield that are not on Jonathan property. Judith stated that the trees are Jonathan property, the boulevard is not. Carla suggested that the Board of Directors create a process for determining who takes care of what trees in the Jonathan/Chaska common areas. **Motion to provide building and grounds committee \$300 to obtain trail maps from the county. Wolff/Hedtke; passed 8-0.**

Heritage Committee: No report.

Management Report:

Carrie Maass has accepted the position of Onsite Manager at the Karen House. Kirk suggested that the Onsite Manager will be expected to drive the trails and getting to know the layout of Jonathan and inspect any issues first hand. The hours of 9-5 were suggested and the idea of having the office open later on one day for people that work until 5pm could stop into the Karen House; possibly 10-6? Brochure will be mailed out with the Fall Newsletter. Judith suggested that the Newsletter be stopped to save the Jonathan Association roughly \$23,000 and possibly create a "Newsletter Committee" so that the Onsite Manager does not have to spend his/her time working on a newsletter. Denise suggested continuing the newsletter, but possibly tweaking the delivery method. Judith also mentioned that the topic of maintenance staff be discussed in an Executive Session to determine whether or not there is enough work to have a year round people.

New Business:

- A.) **Karen House Maintenance:** Judith stated that the Karen House is in need of a "good cleaning" and suggested that there might be a contracted cleaning service to clean bathrooms, dust, vacuuming, etc. Gassen Co will get 3 bids by next meeting for the board to approve for a cleaning service to tend to the Karen House. Judith also stated that the Karen House documents need to be gone through and determine what is important and what can be thrown away to get rid of the clutter in the Karen House.
- B.) **Request from Lake Grace Apartments:** Request from Lake Grace Apartments for \$10,000 from the Jonathan Association for improvements to Jonathan Association property as part of this project to improve drainage around the apartment complex. The total bid for the project that Lake Grace Apartments proposed is \$13,239. **Motion to move approve request of \$10,000 for Lake Grace Apartments. Bostrom/Lynner. Discussion:** Stephen stated that this would be a capital expense for Jonathan. **Passed 7-1.**

Motion to adjourn: Meeting was adjourned at 8:11pm Wolff/Lynner. Passed 8-0.