

Jonathan Association Board Meeting – November 13, 2018

Attendance:

Justin Scharpen, Clint Prescott, Steve Dummer, Kay Rothe, Jeremy Landkammer Ely, Stephen Wolf, Judy Grosch, Amy Gruber

Gassen:

Carrie Maas – Property Manager

Absent: Chase Lundstrom

Open Forum:

None

Call to Order:

6:34 pm

Designate Quorum:

8 directors present, 1 absent, quorum designated

Adopt Agenda:

Wolf amended the agenda, adding

C. Finance

D. Board Directives

E. Common Elements Color

Wolf moved to adopt the agenda as amended

Dummer seconded

7-0 Motion carried

Secretary's Report:

Grosch moved to approve the minutes

Gruber seconded

7-0 Motion carried

Treasurer's Report:

- Scharpen brought up the move to new bank accounts
- Management will change the name of line items in the finance report with misleading titles

Management's Report:

- Cocoa and Coasting will take place next month
- Fall clean-up picked up 5200 bags of yard waste
- Work plan will be developed by Management for January meeting that will detail the attention areas from the Neighborhood Assessment
- Maintenance of the mail houses will be one of the priorities

- Management will complete the Karen House remodel with furniture to be used for meetings
- Landkammer Ely asked about the fees being incurred on accounts to ensure all outstanding debts are being treated equally

Board directive:

Management will check with the finance department at Gassen to ensure that late fees reflect the rules of the collections policy, including monthly interest.

Old Business:

- A. Trail Maps - tabled
- B. Historical Markers - tabled
- C. Eitel House - tabled
- D. Millpond Culvert – letter sent, no response
- E. Tuscany Sign
 - Colors were changed after the initial paint color was not as expected
- F. Pavilion Trail
 - Railing will be installed on one side of the trail
- G. Jonathan Gardens
 - The most recent locations that were researched all have obstacles
 - The committee will meet with the city to go through the available options
- H. Budget Approval
 - 2019 reserve contribution is one of the largest in the reserve study
 - The finance committee recommended a 5% rise in dues

Wolf moved to accept the 2019 Budget as presented by the Finance Committee for an annual assessment of \$290.00 per each Lot of Living Unit. Management should provide a copy of the 2019 Budget to the Finance Committee to review prior to mailing to homeowners. 2019 Healthcare contribution by the Association will be up to \$500 per month per full time employee if the employee elects coverage – not cash compensation. Dummer seconded
7-0 Motion carried

New Business:

- A. Fieldstone Update
 - The developer will not be needing an easement
- B. Juliet Park Master Plan – Jeremy
 - Landkammer Ely suggested creating a master plan for the Juliet Park
 - Wolf suggested looking at the historical data to see what the developer originally intended for the space
 - Should also evaluate other green spaces for similar issues, such as the triangle park by Clover Ridge Trail
- C. Finance

Board directive:

Determine what the uniform, gift card and promotional gifts policies are according to Gassen pursuant to offsite personnel and ensure it is being practiced.

- Apparel purchases on behalf of the Jonathan Association should comply with Gassen policies and previous purchases should be reviewed
- Unused gift cards purchased by the Association should be used by the Association
- What is the policy for Gassen employees as far as promotional gifts and is it being followed?
- Landkammer Ely asked how much was being spent on collections

Board directive:

The finance committee shall review the cost of collections versus the amount collected over the past year.

D. Board Directives

- A plan should be in place for management to follow up on board directives

Board directive:

Research the missed board directive from the August closed session and provide a written report. Management is to provide a plan for providing updates on open board directives.

E. Common Elements Color

- ARC is establishing some baseline colors for homeowners
- Committee will also include colors and guidelines for common elements

F. Mailstation strategy in regards to future installations

- Options for new mailbox installations were discussed

Adjourn

Grosch moved to adjourn

Rothe seconded

7-0 motion carried

8:44 pm