

Jonathan Association Board Meeting – December 11, 2018

Attendance:

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

Gassen:

Carrie Maas – Property Manager
Steven Smith – Portfolio Manager

Absent: Kay Rothe

Open Forum:

None

Call to Order:

6:37 pm

Designate Quorum:

8 directors present, 1 absent, quorum designated

Adopt Agenda:

Landkammer Ely amended the agenda, adding
B. Annexation of Sagewood and future developments

Wolf moved to adopt the agenda as amended

Dummer seconded

7-0 Motion carried

Secretary's Report:

Grosch moved to amend the notes to include adding topic F. Mailstation strategy in regards to future installations

Landkammer Ely seconded

7-0 Motion carried

Treasurer's Report:

- Wolf inquired about the CD and where the interest was being recorded in financial statements
- Management will follow up on the account in question

Management's Report:

- Board directives will be included in the board packets moving forward, including the previous month's directives and the outstanding items
- Check #3516 was a voided account, Wolf stated that the funds should go to unclaimed property of the state
- The water and sewer bill from August was discussed with a report from management as to why it was more expensive than other months

Board directive: Determine how the sewer bill calculated and confirm that we are being billed correctly

- Employee uniforms and the dress code was discussed, Wolf suggested that employees should be provided five Jonathan branded shirts for the five working days of the week
- Promotional items from vendors were discussed and Landkammer Ely suggested that credits from vendors be used for office supplies
- The payment plan was discussed and clarified that payment plans should include equal monthly payments
- The collection report was discussed detailing the Association's outstanding delinquencies
- Landkammer Ely asked how much we spend in collections expenses for every dollar of late dues collected

Board directive: Management is to provide an accounting report with a five-year analysis of collection expenses

- Request for Action: Update the Park on Autumn Woods Drive and Acorn Drive
 - o \$38k is allocated for 2021 based on Reserve Study findings
 - o Management performed a safety inspection shortly after the request was made and the equipment was not a safety hazard
- The benefits of Nabr were discussed and Jonathan will not take part in the service

Old Business:

- A. Trail Maps – tabled until March
- B. Historical Markers – tabled until March
- C. Eitel House – no updates
- D. Millpond Culvert – no updates
- E. Pavilion Trail
 - The posts for sections of the railing are bent and will be replaced
- F. Jonathan Gardens – no updates
- G. Juliet Park Master Plan
 - Landkammer Ely is working with management to contact landscaping companies for bids
 - Wolf suggested finding a landscape architect to draw a master plan that can be used to collect bids

New Business:

- A. Karen House Conference Table
 - Landkammer Ely worked with a designer to find furniture that would fit the space and accommodate board meetings and included the proposal in the board packet
 - Chairs were upgraded to protect the new flooring

Wolf moved to approve the amount of \$2,600 for the purchase of office furniture

Dummer seconded

7-0 Motion carried

- B. Annexation of Sagewood and future developments

- Landkammer Ely asked why the Jonathan Association did not participate in the annexation of Sagewood
- Scharpen said the publicly owned streets would be a problem for the Association to maintain if they became the responsibility of the Association
- Landkammer Ely said it was in the interest of the members of the Association to include adjacent parcels of property in the Association
- Landkammer Ely will contact Hellmuth to research the Association's position as far as property development around Jonathan property is concerned

Adjourn

Wolf moved to adjourn

Dummer seconded

7-0 motion carried

8:01 pm