

## Jonathan Association Board Meeting – October 8, 2019

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### **Attendance:**

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

### **Gassen:**

Melissa Kampen – Property Manager  
Steven Smith – Portfolio Manager

**Absent:** None

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**Open Forum:** None

### **Call to Order:**

6:30 pm

### **Designate Quorum:**

9 directors present, 0 absent, quorum designated

### **Adopt Agenda:**

Scharpen moved to approve the agenda  
Dummer seconded  
8-0 Motion carried

### **Secretary's Report:**

Scharpen moved to approve the minutes as amended  
Ely seconded  
8-0 Motion carried

### **Treasurer's Report:**

1. Gruber reviewed expenses to date. Going forward, as some work repairs cannot be quoted and approved before work is completed, If Management acts on making the repairs the Executive Committee needs to approve expenditures greater than \$4,000 without prior board approval and send an update once the invoice is received with the total dollar amount of repairs.
2. 2020 Budget draft was shared with the board

### **Management Report:**

- A. Financial Statements
- B. Collection Reports
- C. Member Engagement Report
- D. Board Directives Update
  - a. Management detailed board directives that have yet to be completed with progress reports
- E. Board Needs from Management
  - a. Correct code for 5710 financials
  - b. Pavilion code for financials

- c. Foreclosure – 14 liens filed.
  - d. Tree inspection – getting more bids for removal of dead trees or limbs on the trail system.
  - e. Apple Awards to Chaska Herald, letter sent to recipients, post on Website and Facebook
  - f. Camera for pavilion – Pavilion Committee will review needs. Revise bid to include installation cost and also to Include camera systems at Karen House, Shop and Eitel House.
  - g. Pavilion landscaping bid – Still in process of getting bids.
  - h. Trail maps – Maps are in production
  - i. Acorn park – Next steps are to design a plan, reach out to vendor for insights and members for any concerns or questions.
  - j. Gutters on Karen House – scheduled for the 2<sup>nd</sup> or 3<sup>rd</sup> week in October, weather pending.
  - k. Maintenance monument plan – Management is developing the scope of work. Continue to get three bids once scope of work is put into place.
- F. Management Needs from Board
- a. CD money for Mutual of Omaha – Treasurer to finalize by October 11,2019.
  - b. Update violation policy with changes – Management to update policy once letter to members is written by President of Board.
  - c. Board to talk with Mayor of Chaska – Data request for land ownership within N3 and tunnels.
  - d. Heritage Committee to work on removing historical status of Eitel House
  - e. Karen House trash enclosed – need to confirm the height of fencing to be in compliance with covenants
  - f. Gardens – confirming fencing dimensions
  - g. Tree inspection – 13 replacements required after inspection, most are in the Clover Ridge neighborhoods.

Ely moved to approve the Rum River bid not to exceed \$6,000 for tree replacement this fall

Dummer seconded

Scharpen amended the motion to require a one-year warranty on all purchases

Wolff seconded

8-0 Motion carried

- h. N4 trail to City of Chaska by Pavilion – Board approved to allow City to use trail and make any needed repairs if there is damage to trail or surrounding grounds.
- i. CPA Mullen full audit – Contract signed for a 2-year agreement.

Scharpen moved to approve Mullen CPA for the next year's audit

Ely seconded

Wolff amended motion to a time of two years

Scharpen seconded

8-0 Motion carried

- j. Vive Risk assessment compliance program – to be included in the scope of work with vendors.
- k. Direction to Fuller on ownership change lien status

**Strategic Plan Update:**

- Management and board will be tracking strategic initiatives throughout future board meetings
- Directors volunteered to champion specific initiatives going forward:
  - a) Strategic Initiative One – Ely
  - b) Strategic Initiative Two – All directors
  - c) Strategic Initiative Three – Scharpen
  - d) Strategic Initiative Four – Gruber
  - e) Strategic Initiative Five – Prescott
  - f) Strategic Initiative Six - Lundstrom

**Committee Reports:**

Pavilion Committee - Footings in place, brick and lighting choices are in progress  
Building & Grounds Committee  
Activities Committee  
Finance Committee  
Heritage Committee  
ARC Committee – Two violations turned into ARC applications to correct their violations.  
Executive Committee  
Communication Committee – Newsletter articles due next week  
Garden Committee - Researching bidding and space

The board discussed the special board meeting held last Thursday about the monuments.

Ely moved to approve capital project for replacement of 12 heritage monuments, including the Karen House and the Marsh Halberg Sledding Hill, not to exceed \$227,000  
Dummer seconded  
5-4 Motion carries

**Adjourn**

Wolf moved to adjourn  
Dummer seconded  
8-0 motion carried  
8:15pm