

Jonathan Association Board Meeting – November 12, 2019

Attendance:

Clint Prescott, Amy Gruber, Justin Scharpen, Chase Lundstrom, Kay Rothe, Jeremy Landkammer Ely

Gassen:

Melissa Kampen – Property Manager
Steven Smith – Portfolio Manager

Absent: Judy Grosch, Stephen Wolff, Steve Dummer

Open Forum: One member came to thank management and the board of directors for starting the process of removing dead trees from the neighborhoods

Call to Order:

6:35 pm

Designate Quorum:

6 directors present, 3 absent, quorum designated

Adopt Agenda:

Gruber added include two items under the Management Report

G. Reserve Study Status

H. 2020 Budget

Rothe added Moving board meetings to the City Chambers

Lundstrom added the option of adding a stenographer for taking minutes

Scharpen moved to approve the agenda as amended

Ely seconded

5-0 Motion carried

Secretary's Report:

Gruber moved to amend the October Minutes to add under the Finance Report to add 'The Executive Committee needs to approve expenditures greater than \$4,000 without prior board approval.'

Scharpen seconded

5-0 Motion carried

Treasurer's Report:

A. No monthly update – looking at 2020 budget and long term planning

Management Report:

A. Financial Statements – 5 liens released from previous month

B. Collection Reports

C. Member Engagement Report

D. Board Directives Update

- Management has started planning for the Annual Meeting

- Annual mailing is being prepared

E. Board Needs from Management

- a. Caliber – working with Client Support to clear out old violations
- b. Camera system for Pavilion – EFS quote for \$6k one time cost and Provigil live monitoring for \$3,501.36 annually
 - The board discussed monitoring options and will continue to research less costly alternatives
- c. Pavilion Landscape plan/bids – The vision for the area should be clarified before soliciting more bids
- d. Trail Maps
- e. Maintenance Monument Plan – obtaining bids, two so far
- f. Tree trimming – Management is marking trees in need of attention but finding vendors to bid on the work is a process
- g. Approve 2020 budget

F. Management Needs from Board

- a. Violation policy included in the newsletter
- b. Board to talk with the City about Warner Stairs and Tunnels
- c. Eitel House – Structural Engineer has been on site for inspection
- d. Annual Meeting timeline
- e. Request for Action: Warner Staircase

Prescott moved to approve \$9,000 to rebuild the stairs on Warner Circle in 2020 and \$3,000 to pave the gravel trail connecting the stairs to the city trail

Ely amended the motion to include that Helmuth will get an easement from the City
Rothe seconded

4-1 motion carried

- f. Garden plots – Design and plot size approved
- g. Reserve Study – Access to be sent to all directors, is working with management to detail deferred projects and updates for next year
- h. 2020 Budget
 - Board will use the budget as a guide
 - Gruber detailed the reserve study contributions within the 2020 budget
 - Management suggested allocating 5531 Misc Non-Grounds Contract \$60k for monuments and common spaces based on prior years
 - Increase \$8,000 for Communications
 - \$4,500 for Clean-up Day
 - Remove Canoe Rental Income as a line item

Scharpen motion to approve the 2020 budget with revisions to
5190 - \$4,500 for Clean-up Day from \$3,700
5190 - \$10,000 for Communications from \$1,200
5531 - \$60,000 for Misc Non-Grounds Contract from \$1,000

Ely seconded
5-0 motion approved

- i. Move meetings to City Hall – board discussed meeting place options and the benefits of recording the meetings as a stenographer

G. FYI

- a. New Fieldstone Family rep
- b. Painting and Gutters completed
- c. Trail maps in production
- d. 0 Romeo Court – New owner is looking at building a 4-plex as a rental
 - o 4-plex building may be in violation of covenants, management will investigate
- e. Acorn Park update – 2nd bid is under way

Committee Reports:

Pavilion – The pavilion roof will be delivered to the Karen House for safe keeping until it is installed

ARC - Ely is looking at ARC guidelines and would like to review for user simplicity

No updates:

Building & Grounds, Activities, Finance, Heritage, Executive, Communication, Garden, Mail Station, Strategic Plan

Adjourn

Ely moved to adjourn

Scharpen seconded

5-0 motion carried

8:39 pm