

# Jonathan Association Board Meeting – October 18, 2022

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## Attendance:

Amy Gruber (came in at 6:37), Makiza Johnson, Jeremy Landkammer-Ely, Heather Chakirov, Paul McNeill, Kay Rothe (came in at 7:05), John Siegfried (came in at 6:50), Stephen Wolff

## FirstService Residential:

Kami Skomsoyvog – Community Manager  
Maggie Mahmoud – Regional Director  
Kim Lee – Office Assistant

**Absent:** Kevin Fafinski

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**Homeowner Open Forum:** None

## Call to Order:

6:32 pm

## Designate Quorum:

8 directors present, 1 absent, quorum designated

## Approval of October 18, 2022, Agenda:

- Jeremy asked that the approval of the reserve study and investment portfolio options be removed, and that the 2023 budget be moved to the closed session which will take place after the board meeting tonight.
- Stephen motions to approve Agenda as amended.
  - Heather seconded
  - Unanimously Carried

## Secretary's Report

- Approval of September 20, 2022, Meeting Minutes as presented. Stephen motions to approve minutes.
  - Makiza seconded
  - Unanimously Carried

## Treasurer's Report (Amy):

- Review September Financials (Pages 5-12) – Still in progress. Still trying to get caught up on 2022 financials. Meeting on Friday. No updates.

## Management's Report – First Service Residential (Kami)

- Newsletter – We are going to incorporate annual mailer with newsletter as a cost saving measure as well as hoping to have more people read it if it is in the newsletter. Thank you to the finance committee for help. Everyone seemed pleased with this idea.
- Amy asked for follow up on concern expressed by homeowner at the last meeting about the grounds at the Karen house being out of compliance with the ARC

guidelines. Kami reassured the board that action was taken the very next day after the last board meeting and it was resolved, cleaned up, within a couple days.

- Maggie indicated that Paul, one of the maintenance people, is no longer employed since the last meeting so we are down to one person in grounds maintenance.

#### **Board Action item:**

- Approve 2023 Budget – closed session discussion
- Approve Investment Portfolio Options – Removed from agenda as it is not ready for discussion yet.
- Approve Reserve Study – Don't have the revised reserve study so deferred to later session.
- Approve Tax Audit 2021 – (Amy) Main highlight is our expenses are \$138,000 over income due to reserve spending from prior year mainly. Operating increased \$40,000 from prior year due to payroll, office, and admin mostly due to mailings which falls under this category. Makiza asked if we have projected reserve expenditures and overages. Wants to understand it better. Felt anything over \$120,000+ needs to be looked at more closely. The \$140,000 overspending is in part due to deferred spending, like on monuments, etc. Amy invited Makiza to join the Finance Committee.
  - Amy made motion to approve 2021 audit, and post to website with replacement 2049 Reserve Study to 2047.
    - Wolf seconds.
    - Unanimously carried.
- Jeremy moved to add the 2021 tax return approval to Board action items
- 2021 Tax Returns (Amy) – On pg. 7, officers and directors need to be updated to December 2021 officers and directors. Amounts are fine and no concerns. Taxes were due on 5/15/22 but a 6-month extension was filed and are now due on 11/15/22. Taxes will be e-filed by Mullen. Amy will let Jeremy know if anything else needs to be done.
  - Amy motions to approve the amended 2021 tax returns with updated officers and directors.
    - Makiza seconds
    - Unanimously carried.

#### **Member Board Inform Items:**

- Request for Dog Park - Still in review

#### **Committee Updates:**

- ARC Committee: Final stages of new ARC guidelines. Skip will get those done soon along with a revised ARC application. Want to make the process is more thorough and efficient.
- Eitel House: Plat work done. The Eitel House was approved to move forward with selling. Can now go to agent to get the house sold. There have been some interested parties but a lot of questions. Ideas for marketing and how to go about the sale are being considered.
- Building & Grounds: There are two projects right now: common area on Eitel road and doggie park. Steve and Jeremy will get together and have something for discussion at next month's meeting.
- Reserve Study: (John) Main point of contention was that the Finance Committee did not agree to the reserve study recommendations. John not sure what there is to

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approve then? Study calls for double contribution (\$478,000) for next year. Finance Committee didn't support this kind of increase going forward. Jeremy said, Within Reserve study is a recommendation but there is a balance between that and the operating budget, \$360,000 for 2023 doesn't seem possible. Board needs to forecast what projects they may want to do and budget for them. The reserve study will be reconsidered and pared down to a more manageable level to adequately fund the reserve. A revision will be forthcoming. Amy asked when we will have a draft to review and approve; Jeremy said within the next couple weeks. He said he would love to approve it at the November meeting, December at the latest. Right now, we have \$270,000 in the 2023 going into reserve for the 2047 study. John said, \$478,000 was being asked. A question was asked about how much the balance will be at the end of the year to know how much may be needed to fund the 2023 reserve as not all the reserve may have been used. Lots of capital projects have been deferred, such as EAB (Emerald Ash Borer) and mailboxes. The money was already ear-marked but not necessarily spent. John feels the amounts recommended are not consistent or don't seem strategic and planful. Jeremy said it is up to the board to project and plan.

- Kay said she is going to resign as of tonight's meeting due to health concerns. She would like Skip to take over her spot until next election. John said he would support this. Stephen turned camera on to address Kay and thank her for her service and contribution. Jeremy also thanked her and wished her well. Jeremy asked for a Motion that Skip Rothe take Kay's place on the Board through annual meeting
  - Heather moved,
  - John seconded
  - Unanimously carried.
- Jeremy asked Stephen to take the role of vice president through the annual meeting, end of term. Stephen agreed. Jeremy motioned to approve Stephen as vice president through end of term.
  - John seconded
  - Unanimously carried.

**Items for Next Meeting:**

- November Meeting:
  - Doggie Park (Building and Grounds)
  - Eitel Road common area (Building and Grounds)
  - ARC Guidelines revision
  - Reserve study

**Adjourn**

- Meeting Adjourned at 7:21 pm
  - Jeremy motions
  - No objection

**Closed session.**

**Open session re-opened:**

**Attendance:** Amy Gruber, Makiza Johnson, Jeremy Landkammer Ely, Heather Chakirov, Paul McNeill, John Siegfried

**FirstService Residential:**

Kami Skomsoyvog – Community Manager  
Maggie Mahmoud – Regional Director

**Approval of Agenda for Re-opened October 18, 2022 Session:**

- Agenda is approval of 2023 assessment
- John motions to approve Agenda
  - Heather seconded
  - Unanimously Carried

**Board Action item:**

- Proposed assessment from finance committee is max increase of 5%, which equates to \$48,000.00 annual. Under 5% within Board's right to approve.
  - Motion to approve 2023 assessment at 4.93% or \$15.00 per member—totaling \$319.00 in 2023
    - John motions
    - Makiza seconds
    - Unanimously carried
- Will highlight in Neighbors Magazine and newsletter; Breakdown with pie chart budget once statements on December 20<sup>th</sup>; Mass mailing with click-to-pay instructions

**Adjourn**

- Meeting Adjourned at 8:13 pm
  - Jeremy motions
  - No objection