

# Jonathan Association Board Meeting – January 17, 2023

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## Attendance:

Kevin Fafinski, Makiza Johnson, Jeremy Landkammer-Ely, Heather Chakirov, Paul McNeill, Skip Rothe, Stephen Wolff (left at 6:58)

**Absent:** John Siegfried, Amy Gruber

## FirstService Residential:

Kami Skomsoyvog – Community Manager  
Maggie Mahmoud – Regional Director  
Kim Lee – Office Assistant  
Guest – Josh Kling, Senior Groundskeeper

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## Homeowner Open Forum:

**Rick Anatasi**, Autumn Woods resident, on Autumn Woods Drive. Has lived in the Jonathan for 30 years and is now retired. He wanted to introduce himself as he is thinking about throwing his hat in the ring to be part of the Board. He wanted to observe a Board meeting to familiarize himself with the process and discussions.

## Call to Order:

6:36 pm

**Josh** introduced himself to everyone. Grew up in Chaska and is somewhat familiar with the Jonathan. Skip and Josh know each other from when Skip was the hockey coach for him and Skip's son. Josh gave an overview of his experience and how excited he is to be here and take on the challenges involved with managing the upkeep and improvements of the property. Everyone welcomed him.

## Designate Quorum:

7 directors present, 2 absent, quorum designated

## Approval of January 17, 2022, Agenda:

- Jeremy asked if there are any changes to the agenda.
  - First Service would like to ask for approval of purchase of Brushcat for upkeep with maintenance of trails
- Stephen motions to approve Agenda.
  - Makiza seconded
  - Unanimously Carried

## Secretary's Report

- Approval of December 20, 2022, meeting minutes as presented. Stephen proposed there not be so much detail to the minutes moving forward. Noted.
- Kevin motions to approve amended minutes.
  - Stephen seconded
  - Unanimously Carried

### **Treasurer's Report (Amy):**

- **Review December Financials** – Amy was not present at the meeting, so discussion did not take place. Maggie said, once auditor reviews are back there will be a deeper dive into financials which will be presented at the next Board meeting.

### **Management's Report – First Service Residential**

- New Hire – Welcome Josh. His first day was 1/11/23.
- Administrative: Given there will be new members to the Board soon, working on new board member binder for everyone.
- Organizing upstairs at Karen House.
- New Zoom account (from Maggie's to Kami's) starting with March meeting
- Monuments: Oak Creek. New development.
- Reserve study: Revised final reserve study emailed to all Board of Directors
- Photo Contest: We have received over 40 entries. Deadline is February 20<sup>th</sup>. Management will narrow the entries down. Asking for volunteers from Board members to pick winner. Winner will be featured in the Spring/Summer newsletter.  
**Action Item:** Jeremy suggested Kami and Kim pare down the entries to 5 or 6 and bring those to the next board meeting for a winner to be chosen at that time.
- Annual meeting: Hellmuth and auditor will be part of meeting. Jeremy will review before annual meeting. **Action Item:** Kami will facilitate a meeting with Jeremy, Maggie, auditor and Hellmuth to discuss financials and related issues prior to annual meeting.
- Next meeting is the annual meeting, February 21<sup>st</sup>, 2023.

### **Board Action item:**

- Approval of Reserve Study – Starts on page 17 of board packet. Jeremy asked Maggie about the current balance in the reserve which has \$250,000 maximum currently going to the reserve fund. The recommendation from study was for \$500,000. Would like to discuss the difference and how we can have a larger amount actually going into reserves. Maggie would like to take a closer look before responding. Maggie asked Kami if there are projects that could be pushed out farther to make numbers come closer together. Kami said yes, there are some projects that could be moved to a later time. **Action Item:** Speak to the Reserve Advisor. Pause on approving reserve study until next month.
- Frequency of Board meetings (Kami) – Proposed having quarterly board meetings vs. monthly. It was brought up that the financials/budget discussion starts around August/September so monthly meetings are important. Some said that they would like fewer meetings with more content given that the management company is really acting in the capacity needed. Board engagement, preparedness, and decisiveness would need to be more serious if we had fewer meetings. It was pointed out that doing monthly meetings in the summer would be best given how much there is to discuss typically and bi-monthly in winter when there isn't as much going on. The only really good month to pass on a meeting would be December. **Action Item:** Maggie said that the frequency of board meetings is in declaration, but she said she will check on that and if it's possible to change frequency. She will bring back more information for the next meeting in February. Might be able to approve moving it at annual board meeting.
- Purchase of Brushcat attachment for Toolcat for trail maintenance (Kami). It was recommended to purchase now before spring and prices go up and availability goes down. Josh spoke to the advantages of this tool. **Action Item:** Board asked Josh to

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research equipment he needs and how much it would cost and bring recommendations to next meeting.

**Committee Updates:**

- Skip asked about the status of the apple award. Jeremy will speak with Skip after meeting.
- Closing coming up for Eitel house is on 1/26/23

**Items for Next Meeting:**

- **Frequency of Board Meetings**
- **Reserve Study approval**
- **Photo contest**
- **January Financials**
- **Maintenance Equipment needed**

**Adjourn**

- Meeting Adjourned at 7:18 pm
  - Skip motions to close meeting.
  - Heather seconds
  - No objection

**ACTION ITEMS:**

- **Photo Contest:** Kami and Kim will pare down the entries to 5 or 6 and bring those to the next board meeting for a winner to be chosen at that time.
- **Annual Meeting:** Kami will facilitate a meeting with Jeremy, Maggie, auditor and Hellmuth to discuss financials and related issues prior to annual meeting.
- **Reserve Study:** Maggie will speak to the Reserve Advisor about recommendations and projects. Pause on approving reserve study until next month.
- **Frequency of Board Meetings:** Maggie said that the frequency of board meetings is in declaration, but she said she will check on that and if it's possible to change frequency. She will bring back more information for the next meeting in February.
- **Brushcat purchase:** Board asked Josh to research equipment he needs and how much it would cost and bring recommendations to next meeting.