

**Tamarack Trails Community Services Association**  
**Board of Directors Meeting Minutes**  
**Tuesday, April 18, 2017**  
**6:00 pm - Clubhouse Community Room**

Board Members in attendance: Ric Genthe, Jean MacCubbin, Howard Bellman, Larry Wolfinger, Linda Vahldieck, George Meyer, and Pat Laubach

Also in Attendance: Association Manager, Lou Glauner, Prudy Stewart, Janet Hirsch, Mary Young and Judy Bluel

- I. President Wolfinger opened the meeting at 6:00 p.m. A quorum was present. Wolfinger took up items under VIII. D. Pool and Clubhouse subcommittees to accommodate guest schedules.
  
- II. Approval of the BOD Minutes –
  - A. March 21, 2017 BOD Meeting Minutes – MOTION Vahldieck/Genthe to approve the minutes with the minor typos and corrections as noted. Passed unanimously.
  
- III. Discussion with Invited Past Presidents – Wolfinger had invited two past Presidents Stewart and Hirsch to join in a discussion relating to BOD/President transition. Laubach provided the background. Wolfinger suggested that he, the two past presidents and Bellman and Laubach, who volunteered, flush out suggestions for a high level review at the next BOD meeting.
  
- IV. Community Correspondence -
  - A. None
  
- V. Property Manager's Report, **Questions and Clarification** -
  - A. Report Highlights—no questions asked.
  - B. Staffing – Lou reported on lifeguard staffing and the summer paint crew. The lifeguard needs are filled, but little interest to our ads for summer paint crew; various suggestions were made about where other than on-line to post the ads. Lou too could look at various contractors.  
Lou brought to the BOD attention about the nepotism policy and the need to approve the hiring or short-term person for the paint crew who is the brother of a current staff member, and has worked for the Association in the past. MOTION by Meyer/Vahldieck to hire Dustin Cloutier as short-term paint crew, as an exception to the nepotism policy for 2 weeks in May and 3 weeks in August. Passed unanimously.
  - C. Central File Storage—BOD and Committee Access – Lou reported on work done to date and any comments received from Committee chairs.
  - D. West Place Workgroup Requests – MacCubbin brought up the two requests by the West Place Workgroup (property line survey and land acquisition); Lou had researched costs of both for the BOD to consider. With regard to surveying and marking all of the east lot line, it was mentioned to be a good

idea and something that was needed. MOTION Bellman/Vahldieck to proceed with surveying the east lot line at a cost no more than \$1500 and using the line item MISC, which has to date \$3800. Passed unanimously. With regard to purchasing a 20-ft. strip of land adjacent to the east lot line, Lou too had researched costs. No action was taken by the BOD on this issue.

- E. Water and Sewer Group – meets again at 9:00 am Weds. to proceed with a replacement plan and develop an assessment cost for the long term.

VI. February 2017 Financial Report

- A. Report Highlights – There were no questions other than clarification on collections of past due monthly assessments and the late fees charged.

VII. Committee Reports

- i. ARB – Review meeting minutes from April 5, 2017. ARC meets May again on May 3<sup>rd</sup>. Discussion followed on the ARB motion relating to 7436 Cedar Creek request to build out over the patio. BOD desired to clarify the ARB motion approving as submitted, in that it does NOT include an additional patio area off the new porch. MOTION Laubach/Meyer to clarify ARB motion on 7436 Cedar Creek that the stamped concrete pad is NOT part of the approval. Passed unanimously.
  - ii. ARB Meeting Schedule for 2017 was submitted to the BOD; ARB plans to meet the first Weds. of the month, but too is still flexible.
  - iii. Report on White Light Pilot Program, April 5<sup>th</sup> meeting. MOTION Meyer/MacCubbin to add the ARB information to the Book of Standards regarding White Lights. Passed unanimously.  
**[Create new text in Policy Resolution IV-400, Architectural Controls. III. B. White Lights, see BOD Minutes 2016-11-16 and ARB minutes for details.]**
  - iv. Committee Appointments: Trisha Gavin (7417 Tree Ln), Cristina Finet (17 Mt. Ash), and Bob Jacobs (59 Oak Creek) -- see ARB recommendation. MOTION Vahldieck/Meyer to appoint Trisha Gavin (7417 Tree Ln), Cristina Finet (17 Mt. Ash) as new members to the ARB. Passed unanimously. Discussion regarding appointing an alternate did not result in a motion or bylaws change.
- B. Amenities –AC will meet April 20<sup>th</sup>.
    - i. Bids for CH Cleaning will be reviewed on 4/20.
  - C. Finance – Review meeting minutes from April 5, 2017. Meets May 3<sup>rd</sup>. Genthe added that FC reviewed the financials year-to-date and there is no cause for concern. In addition two representatives from US Bank regarding the Association’s investment account were in attendance and provided a full report.
  - D. Garden – No meeting held; MacCubbin noted that the deadline for garden reservations was today 4/18.

- E. Human Resources – No meeting minutes to review. No verbal report given.
- F. Maintenance – Review meeting minutes from April 5, 2017.
  - i. Maple Leaf Contract for Snow Removal— Lou reported on the MC changes to the proposed contract, keeping a bobcat on site when 4” snow cleanup is completed, turf repair to be completed by May 1 or we’ll charge, clearing the centers vs. edge to edge. MOTION Bellman/Vahldieck to accept the recommendation of the MC and award the 3-year contract for period 11/15/2017 to 11/14/2020 to Maple Leaf. Passed.
  - ii. Hauser Tree Care Contract – MOTION Bellman/Vahldieck to accept the recommendation of the MC to approve the contract with Hauser Tree Care LLC for the period 4/1/2017 to 12/31/2017. Passed.
- G. RAC – No minutes were available for meeting held April 11<sup>th</sup>. BOD will still need to review minutes from February 28. MacCubbin added that the recent meeting was to confirm logistics for the Spring Brunch, April 22, Saturday.
- H. Welcome – No meeting held.
- I. Nominations & Elections- Laubach circulated a draft calendar for 2017 outlining the NEC process. The committee will meet after the 24<sup>th</sup>; she has two members to date. Other names were suggested that she consider contacting.

VIII. Old Business –

- A. Review and Comment Work Order Comment Cards – Six were circulated.
- B. Review Parking Lot – It was noted that some outstanding issues were no longer listed and questions rose as to if they had been completed; examples being scanning to make office more paperless and staff evaluation process.
- C. Status of West Place Workgroup Requests – [see above]
- D. Control Crowding at the Pool – Subcommittee Reports; Judy Bluel, Mary Young and Janet Hirsch were in attendance.
  - i. Clubhouse Contract/Reservation Issues —Bluel noted that there are a number of changes proposed by the subcommittee; i.e., hiring the lifeguards in office and not in lifeguard station, updating the lifeguard binder, getting two checks for CH reservations to reduce bookkeeping (one for reservation, one for the deposit). BOD looks forward to further recommendations and discussions.
  - ii. Proposed Pool Rules for 2017 – Janet Hirsch presented copies of the proposed changes for the Pool for the 2017 season; the changes

were in yellow and detailed the dates, new diaper change tables in the locker rooms, stressing lifeguard authority to make decisions on when to break in an effort to allow users a time to “chill”, use and consideration of diving and lap lanes. One change would be to allow up to three times during the day for adult swim (at the request of a resident) and not creating a pilot social on Mondays or Wednesdays as previously suggested. In addition it was suggested to use multiple ways to get the Pool Rules to the residents, posting in more than one place, in the GL, etc. MOTION Meyer/Genthe to approve the proposed changes and add under 2. Adult Only. Passed unanimously.

- IX. New Business - none
- X. Review Board Calendar -
  - A. Schedule Budget Hearing and Annual Meeting – The following dates were suggested: **Weds. Sept 27 at 6:30 pm for budget hearing and Mon. Oct. 23 for Annual Meeting.**
  - B. Adult Trial Run Evening Activities 7-8 pm Mon/Weds during Pool Season— See above the Pool Subcommittee did not recommend.
- XI. Adjourn for Executive Session – MOTION Vahldieck/Meyer to adjourn the meeting and go into closed session at 8:12 pm. Passed.
- XII. Adjourn – MOTION Meyer/Vahldieck to adjourn Executive Session at 8:37 pm. Passed.

**Reminder: BOD Meeting, Tuesday, May 16, 2017**