

## **Tamarack Trails Community Services Association, Inc.**

### Board Minutes

July 27, 2021: 6:00 pm

Upper-Level Meeting Room, Club House/In-person

Board Members Present: Janet Hirsch, Bob Jacobs, Amy Kell, George Meyer, Dean Ryerson, James Steinbach, Larry White.

Others Present: Property Manager Daryl Larson, Tamarack Trails Residents: Tom Ferris, Mary Sue Foreman, Jayne Meyer, John Oaks, Izzie Popic, and Prudy Stewart.

Welcome and Introductions – Board President Janet Hirsch called the meeting to order at 6:00 pm and welcomed all participants to the meeting.

- I. Approval of Board meeting minutes – A motion was made by Jacobs, seconded by Steinbach, to approve the minutes from the June 22, 2021, regular board meeting. The motion carried.
- II. Tamarack Trails 2020 Draft Audit Presented by Wegner CPA Jordan Dittmer with Jason Stephens via Zoom. Jordan Dittmer provided an overview of the draft 2020 Tamarack Trails Audit. He noted that the audit revealed no material weaknesses or deficiencies. It was indicated under “Notes to Financial Statements, note 3, that the Reserve Fund Balance is set at \$250,000 minimum. However, this will be corrected as the Finance Committee sets this balance and should be \$512,000 for 2020. Following that and other minor adjustments, the final audit will be submitted to the Board by Wegner CPA.

The 2020 audit report indicated that there is an excess of revenue over operating expenses of \$92,587. A motion was made by Meyer, seconded by Steinbach, that the excess of revenue over operating expenses in the amount of \$92,587 be transferred as reserve funds to the money market account. The motion carried.

- III. Community Correspondence – None
- IV. Manager’s Report – Property Manager Larson’s monthly report for July is attached to these minutes. In addition to the information on the written report Daryl Larson indicated that the Dane County Department of Health issued a new recommendation that masks be worn at all indoor activities for all persons aged 2 and above. Tamarack Trails will comply with the new recommendations.
- V. Financial Report – June 2021 Financials: George Meyer highlighted various aspects of the June financial report noting that the Reserve Fund Balance continues to be significantly above projections at \$767,482.65.

The board discussed the staff priorities and time spent on work orders versus the phased work done for the Association.

### VI. Committee Reports

#### A. Amenities –

A motion was made by Jacobs, seconded by Steinbach, to approve the “Clubhouse Lower-Level Meeting Room Resident Artwork Display Guidelines with an addition to

the first sentence of the third paragraph stating: "Selection of artists and of art for display...". The motion carried.

B. Finance Committee –

A motion was made by Ryerson, seconded by White, to approve the bid from Poblocki for asphalt repairs in the amount of \$3,160 for patch work at 86 Oak Creek Trail and repair work at 7345-7383 Tree Lane. This puts account 70500 Asphalt over budget for 2021. The motion carried.

C. Maintenance –

A motion was made by Jacobs, seconded by Kell, to approve 4 proposals from Victor's Painting for painting projects at 50-52 Millstone, 54-56 Millstone, 2-4 Oak Creek Trail, and 6 Oak Creek Trail in the amount of \$16,122. This is within the amount budgeted for painting in 2021. The motion carried.

VII. Old Business

A. Main Swale Drainage Proposal Updates.

Property Manager Larson and Maintenance Committee Chair Jayne Meyer updated the Board on the status of bid proposals from The Bruce Company and David J Frank Landscape Contracting for the upgrade of the main swale drainage area. Both will be presenting their projects on July 28, 2021.

B. Lot Lines Board Discussion (The proposed deck reconfiguration at 71 OC was withdrawn.)

Board members discussed the topic of encroachment onto common property and the authority of the association to sell or exchange individual property.

A motion was made by Meyer, seconded by Jacobs, to accept the legal opinion regarding Tamarack Trails Lot Lines legal questions from Attorney Lydia Chartre dated June 9, 2021, and to attach that opinion to the Restated Declarations as a reference. The motion carried.

A motion was made by Meyer, seconded by Jacobs, to ask the Board President to form a work group to develop criteria by which the ARB and Board can make decisions relative to the approval of new encroachments into or the sale of common area property. The motion carried.

VIII. New Business

- A. Annual 2021-2022 Insurance Renewal for 9-1-2021. Tamarack received a letter from Acuity, our 2020-2021 insurance carrier, stating that they would not be renewing our insurance policy.

Property Manager Daryl Larson updated the board on efforts by M3 Insurance to secure bids for the Association's insurance coverages. He noted that due to the 30-year-old age of buildings, the wood frame construction of those buildings, property valued at +\$100 million and recent liabilities from major storms elsewhere in the country, our premium will increase in the range of \$60,000 over the last renewal. Following continuing efforts to hold the line on such increases, a meeting will be held between the Board and the Finance Committee to act on the September 1, 2021, renewal.

- B. Nominations for Members of Election Committee: A motion was made by Steinbach, seconded by Kell, to approve the appointment of Harry Miles, Joan Lerman, Sharon Genthe, and Jayne Meyer to the Election Committee. The motion carried; Meyer recused himself. Hirsch expressed her concern about the lack of geographic diversity on the committee.

#### IX. Community Report and Other Business

- A. Future Board Meetings. It was determined that for the time being future meetings of the Board will be held via in-person and Zoom (hybrid) or Zoom.
  - B. Board members Amy Kell, James Steinbach, and Dean Ryerson will develop the agenda for a future meeting of the board that will deal with governance issues including but not limited to board and committee member roles and responsibilities and public comment during board meetings.
  - C. Board members recommended that a report on the status of the Association's Reserve Fund and the Reserve Study be provided during the October Annual Meeting of the Association.
- X. Adjournment. A motion was made by Jacobs, seconded by Steinback to adjourn the meeting. The motion carried. Time: 7:55 pm.

Dean Ryerson  
Secretary