

Tamarack Trails Community Services Association, Inc.

Board Minutes

December 28, 2021 at 6:30 pm

Via Zoom

Board Members Present: Janet Hirsch, Bob Jacobs, George Meyer, Dean Ryerson, Paul Skidmore, James Steinbach, Larry White

Others Present: Property Manager Daryl Larson, Judy Bluel, Christina Finet, Joan Foster, Rise Futterer, Tricia Gavin, Sharon Genthe, George Jesien, Bobbi Kraft, Jean McCubbin, Jayne Meyer, Izzie Popic, Ron/Barb Schuler, Pam Tobey and Nina Winston.

Welcome and Introductions: Board President Dean Ryerson called the meeting to order at 6:31 pm and welcomed all participants to the meeting.

- I. **Approval of Board Minutes:** A motion was made by Jacobs, seconded by Hirsch, to approve the minutes from the November 23, 2021 open board meeting. The motion carried. A motion was made by Hirsch, seconded by Steinbach, to approve the November 23, 2021 closed board meeting minutes. The motion carried after adding a period at the end of Section V.
- II. **Community Correspondence:** There was none. Ryerson suggested that if participants wanted to raise a topic during the meeting, they should use the Chat function. One such comment pointed out that the board had not indicated which director would liaise with which committee. Ryerson listed the liaisons: ARB--Meyer; Amenities--Jacobs; Garden--Skidmore; Finance--White; Human Resources--Hirsch, Jacobs and Ryerson; Maintenance--Hirsch; Resident Activities--Steinbach; Welcoming--Steinbach.
- III. **Property Manager's Report:** Property Manager Larson's report for December is attached to these minutes. Larson corrected the expected date for delivery of the updated Owners' Directory from late January 2022 to early February 2022. Steinbach asked if the directory could be posted on the website as a .pdf or Excel document and Larson pointed out that anything except hand-delivered hard copies would need all residents' permission because of privacy concerns.
- IV. **Financial Report:** Regarding the November 2021 financial reports, Treasurer Meyer noted that both the operating report and balance sheet showed very good results. There were some minor overages and shortages in some operating accounts, but they cancelled each other out. The balance sheet was in good shape and the only deviation from expectations is that we withdrew \$134,000 more than expected from the reserve funds to cover the bioswale expense. Despite that, the remaining investment exceeds our minimum balance by \$100,000. The final year-end financials will be known by February and are expected to result in a surplus. Meyer added that the Finance Committee now has only four members and that is insufficient for fulfilling its purpose.

V. Committee Reports:

- A. Architectural Review Board: No December meeting.
- B. Amenities Committee: No December meeting.
- C. Garden Committee: No December meeting.
- D. Finance Committee: No December meeting.
- E. Human Resources Committee: No December meeting.
- F. Maintenance Committee: Hirsch pointed out that minutes of the December Maintenance Committee (MC) meeting were not available. She made the following verbal report of that meeting:
 - The MC discussed the desire of a resident to replace their grass with mulch. No action was taken. There was also a discussion about complaints received from residents about Maple Leaf's work in Tamarack.
 - The MC sees the need for a procedure to inform residents of work near their units before work begins so there is no misunderstanding about what is involved or to be expected.
 - The MC recommends that Tamarack accept the DJ Frank proposal for 2022 mulching because it will be hand placed rather than blown and is less expensive than the Bruce proposal. The mulch itself is identical.
 - The MC recommends that Tamarack hire both Viktor's and 3rd Generation for 2022 painting and split the work between them.
 - At the time the MC met, Poblocki's proposal for asphalt work on Cedar Creek was not detailed enough to recommend acceptance. Poblocki later provided an aerial photograph showing the location of proposed drain tile. Larson pointed out that both concerned residents had been satisfied with the proposed solution to the drainage problem in their area. Jacobs asked if Poblocki could consider a change to their restriping plan in front of the clubhouse to facilitate driving around the circle to the right rather than to the left in order to park there.
 - The MC recommends that Tamarack accept the bids for concrete work from Affordable Concrete and Newman Concrete Lifting.
- G. Resident Activities Committee: No December meeting.
- H. Welcoming Committee: No December meeting.

VI. **Old Business:** There was none.

VII. **New Business:**

- A. Mulch: A motion was made by Hirsch, seconded by Jacobs, to approve the DJ Frank proposal for \$44,250 plus sales tax. The motion carried.
- B. Painting: A motion was made by Hirsch, seconded by Skidmore, to approve hiring both Viktor's and 3rd Generation for an amount not to exceed \$71,478 and to let staff decide how to split the work between the two firms. The motion carried.
- C. Asphalt: Board action was delayed until the MC has had an opportunity to consider the drain tile detail.
- D. Concrete: A motion was made by Hirsch, seconded by Jacobs, to approve the Affordable Concrete proposal. The motion carried. Hirsch recommended tabling the Newman proposal until the MC is able to clarify the pricing.
- E. Golf Carts: On December 8, the board approved, by email, the purchase of two used golf carts from Premier for \$8,875. Those votes were reconfirmed at this board meeting.
- F. Roles, Responsibilities and Governance: Ryerson tabled the board discussion of governance until the January board meeting. Topics to be covered include roles and responsibilities of the board and various committees including expectations for meetings, behavior, resident inclusion and goals.
- G. Model Code of Ethics: Hirsch moved, and Jacobs seconded, adoption of the Community Association Institute's Model Code of Ethics. During the discussion, there was concern about the point requiring speaking with one voice and it's possible implications for free speech. Board members will share their concerns and recommended wording changes with Ryerson prior to the January board meeting. The motion was withdrawn pending further discussion at the January meeting.

VIII. **Community Reports and Other Business:**

- A. Strengthening Ties: Nino Amato will chair the group and Skidmore will act as the board liaison to the group.
- B. Listening Session: Meyer and Steinbach will be the board representatives at the listening session scheduled for Wednesday, January 5 at 5:30 pm via Zoom. Prior to the meeting they will meet with Larson to discuss the format and agenda.

- C. Sauk Creek Greenway: There was some confusion about the purpose of the upcoming survey by the City Engineering Division and some concern about how Madison will handle any encroachments that they encounter. It was decided that Larson will speak with the City Engineering Division to clarify the purpose of the survey and its planned next steps.

IX. **Adjournment.**

- A. A motion was made by Jacobs, seconded by Meyer, to adjourn the meeting. The motion carried at 7:28 pm.
- B. The next regular meeting of the Board of Directors will be held on Tuesday, January 25, 2022 at 6:30 pm.

Larry White
Secretary