

Approved

Tamarack Trails Community Services Association, Inc.
Board Meeting Minutes
Tuesday, March 28, 2023, 6:30 pm
In person and on Zoom

The meeting was called to order at 6:30 pm

Present:

- Board members: Dean Ryerson, President; Larry White, Treasurer; James Steinbach, Secretary; George Jesien, Jayne Meyer, Paul Skidmore.
 - Excused: Bob Jacobs, Vice-president
- Association Manager: Stacey Haberman
- Residents: (22; 13 in person, 9 Zoom) Chris Draves, Mary Lou Draves, Thomas Ferris, Christina Finet, Randall Finet, Elizabeth Goulette, Don Haasl, Paulette Harder, Janet Hirsch, Barbara Hughes, Jean MacCubbin, Pat Maddox, George Meyer, Les Mirkin, Sue Rapa, Ron Schuler, Dee Seyfarth, Brian Shore, Pam Tobey, Jim Waeffler, Ginny White, Charlotte Woolf.

I. MOTION to approve minutes of the 2/28/23 Board meeting. JM/LW PASSED

II. Community Correspondence

- Janet Hirsch and George Meyer had concerns about the current legal status of the Board to enforce provisions of the BoS. This was discussed later in the meeting.
- Les Mirkin expressed concern over inequities in fees for participating in events: If non-residents are part of an event at the Clubhouse (e.g., yoga), then all participants must pay \$1. Les proposed eliminating these fees entirely. Stacey Haberman noted that the annual revenue from these fees approaches \$900 and is a line item in the budget. By consensus, the Board referred the matter to the Policy committee with the directive to include Les in the conversation.
- Elizabeth Goulette spoke to water damage in her unit. She had commissioned a survey which found that the damage was caused by improperly installed trim and siding. She requests a review by Tamarack to establish responsibility for the damage. Stacey will follow-up on this concern.

III. Association Manager's Report (Stacey Haberman)

- Staff did an outstanding job working through the recent snowstorm.
- The annual audit has been completed, and we will see results in April.
- 7 lifeguards are committed to work during the upcoming pool season.
- After interviewing 9 candidates, there are 2 strong possibilities for Maintenance Supervisor.
- 3 students are returning to assist with grounds/maintenance this summer.
- There were 13 work order requests in February: 12 maintenance and 1 grounds.
- Staff hours and tasks will be more closely tracked by budget categories.
- There have been several calls regarding rotten interior and exterior wood. Preventive maintenance is the priority.
- There are 4 quotes for exterior painting on 50-80 Oak Creek Trail, ranging from \$49,500 - \$123,000.
- Stacey is meeting with David J Frank to discuss the swale maintenance contract.

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III. Financial Report –February 2023 (Larry White)

- Tamarack finances are in good shape.
- The reserve fund is \$596,517 which is above the minimum of \$538,000.
- The committee prepared and presented a spreadsheet comparing different interest rates over a 30-year projection. They will conduct further review.
- The committee prepared and presented a review of Tamarack investments and checking accounts.
- With prior Board approval, \$100,000 was transferred to Edward Jones from the checking account.

VI. Committee Reports

A. Architectural Review Minutes of 2-8-23 & 3-15-23 (Christina Finet; Bob Jacobs was excused)

- At the February 8 meeting officers were elected: Christina Finet, Chair; Pat Maddox, Vice-chair; Recording Secretary, Eve Siegel; Corresponding Secretary, Jean MacCubbin.
- Resident comments about the BoS were reviewed and incorporated when appropriate.

B. Book of Standards Updates

- There was animated discussion about the process, content, and form of the BoS. Two sets of issues were raised: technical/legal; and content/process.
- Technical/legal
 - At the May 2022 meeting the Board approved a policy change removing language from the Book of Resolutions, related to the BoS. (There is a hierarchy in Tamarack governing documents: Restated Declarations, By-laws, and Book of Resolutions in that order.) The Board intent was to eliminate redundancy and simplify Tamarack documents. However, this change resulted in removing the legal authority of the Board and ARB to implement and enforce articles in the BoS, because the hierarchy of our governing documents was broken. Also, this policy change may not have been properly noticed, and therefore not officially adopted. The remedy may be to reinstate the language in the Book of Resolutions, after a 30-day notice period to residents. If reinstatement is necessary and approved, there can then be a vote on accepting the BoS. Legal counsel will be consulted to clarify how to proceed. Paul Skidmore requested clarification on Tamarack's legal counsel. It was suggested that we might use different attorneys for different issues. Stacey and Dean will review and report back.
- Content/process
 - Opinions were expressed that the BoS is too long, and unclear regarding specific responsibilities of the ARB, standing committees, and the Association Manager.
 - Ryerson requested that Board members present specific issues rather than general statements.
 - It was noted that Bob Jacobs, Board liaison, was excused for travel. A suggestion was made that any extended discussion be deferred until all Board members were present.
- MOTION that the Board defer this conversation to the April Board meeting. JS/PS PASSED

C. Amenities-No meeting

D. Garden – Review Minutes of 3-14-23 (Paul Skidmore)

- Garden policies were reviewed, and neighborly practices will be added to the garden posts.

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- Carolyn Klotz is retiring. Wayne Koska, 48 Oak Creek and Michael Kollath, 7333 Tree Lane are proposed as new members. The Board will hold an e-mail vote.
- Janet Hirsch requested that all standing meetings be held at the Clubhouse and not in private residences. Her suggestion was noted.

E. Finance – Review Minutes of 3-15-23 (Larry White)

- (See Financial report, above)
- MOTION. That the Board authorize the transfer of up to \$5,214 of undesignated operating funds to the Reserve Fund Account #70700 to finance the replacement of garage doors on the Tamarack maintenance buildings. LW/GJ. PASSED

F. Maintenance – Review Minutes 3-14-23 (Jayne Meyer)

- The Maintenance committee is reviewing the ice dam policy and considering an automated external defibrillator (AED) at Tamarack.
- MOTION to accept the 2023 No Mow May Proposal. JM/GJ. PASSED
- MOTION to accept the Flawn lawn proposal. JM/LW. PASSED

G. Resident Activities Committee - Review minutes of 3-1-23 (James Steinbach)

- The RAC has re-envisioned the Pool Party, moving it from Fall to Spring. It will be a potluck, with the RAC providing hot dogs, brats, hamburgers, beer, and wine. The date is Sunday, June 11, with Monday, June 12 as a rain date.

H. Welcoming – Review minutes of 2-27-23 (James Steinbach)

- Officers were elected: Ginny White as Chair, and Kendra Gurnee as Secretary.
- For the purposes of the Welcoming Committee, “new resident” is defined as someone who has never lived in Tamarack before.

I. Human Resources – Review Minutes 3-07-23 (Dean Ryerson)

- Officers were elected: Dean Ryerson as Chair, Prudy Stewart as Secretary.
- Stacey and the committee are reviewing the employee handbook, lifeguard handbook, job descriptions and employee orientation materials.

J. Nominations and Elections – No Meeting

K. Solar Panel Ad Hoc Committee (Les Mirkin)

- Some providers have been contacted for estimates which will be brought forward to Maintenance and ARB.
- There may be an ongoing group acting as a resource for residents.

VII. Old Business

A. By-Laws, Policies, Declarations

- The proposed BoS reinstatement in the Book of Resolutions will be posted for 30 days.

B. Communications (James Steinbach)

- No update.

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C. City of Madison Legal and Compliance Issues

- Jayne Meyer reported that she has drafted a letter to the city attorney to get his opinion, in writing, on whether Tamarack covenants or city zoning take precedence.
- Jayne has also developed a series of questions about how Tamarack can maintain its identity and character given changing city zoning and other regulations.
- By consensus the Board supported moving these issues forward.

D. Board Goals for 2023

- A meeting date of Wednesday, April 12 at 6:30 was set to establish Board goals for 2023.

VIII. New Business

A. April Volunteer Month Recognition

- Dean Ryerson noted that April is Volunteer Recognition month and requested Board approval to hold a “thank you” event at the Clubhouse for current volunteer residents. The date set is Wednesday, April 19 from 5:30-7 pm.

B. 2023 Recreation Policy

- MOTION to accept the 2023 Recreation Policy. JS/GJ. PASSED
- Jayne suggests we review based on legal questions such as swim skill requirements.
- It was suggested that we post emergency phone numbers more prominently in the Clubhouse and pool areas.

C. Tamarack Attorney of Record

- Janet Hirsch reviewed the history of history of Tamarack’s legal counsel.
 - After a Request for Proposal (RFP) process, a previous Board hired Carol Grob as Attorney of Record. Daryl Larson, Association Manager at the time, made a choice to work with Lydia Chartre of Husch Blackwell. Lydia has more HOA experience.
- It was suggested that we might use different attorneys for different issues. Dean will clarify the situation.

IX. Community Reports & Other Business

- Attendance at Community Associations Institute conference 03-15-2023
 - Dean, George, Stacey Janet Hirsch attended. While useful, much of the content was basic and oriented towards Associations different from Tamarack. There was appreciation for the vendor presentations.
- There was discussion of how the recent Saturday snowstorm was handled. All staff was called in and worked hard. George Jesien noted that several residents assisted and suggested there be phone tree or similar system for contacting resident volunteers. Stacey will investigate this but noted there may be liability concerns.
- There was discussion of Robert’s Rules of Order and their applicability to the Board. Dean suggested Board members review the various iterations of Robert’s Rules for further discussion.

X. The meeting was adjourned at 8:40 pm. The next board meeting is Tuesday, April 25, 2023, at 6:30 pm.