

Tamarack Trails Community Services Association, Inc.
Board Meeting Tuesday, August 22, 2023

Meeting convened at 6:30 pm

Present:

Board members: Dean Ryerson, President; Bob Jacobs, Vice-President; Larry White, Treasurer; James Steinbach, Secretary; Jayne Meyer, Paul Skidmore, George Jesien.

Association Manager: Stacey Haberman

Residents: (27; 8 in person, 19 on Zoom): Bonnie Ackerman, Mark Aylesworth, Kenneth Baker, Judy Bluel, Marguerite Cronin, Tom Ferris, Christina Finet, Joan Foster, Rise Futterer, Sharon Genthe, Don Haasl, Diana Hill, Janet Hirsch, Leta Knapp, Ben Kempinen, Wayne Koska, Jean MacCubbin, Julia Pierstorff, Bill Probst, Anne Rohr, Rosemary Stenback, Georgia Taylor, Caryl Terrell, Belinda Thomas, Ginny White, Charlotte Woolf, Melinda Young.

Welcome, Introductions & Announcements, Dean Ryerson, President

1. **MOTION:** Approval of Corrected Board Minutes 07/25/23, BJ/GJ **PASSED**
2. **Community Correspondence**
 - a. Residents expressed appreciation for the quality of work and workers for the Oak Creek paving project, and the communications from the Tamarack Office. It was suggested that for the next round of paving a meeting be held with affected residents to review the planned work; and that work be done in the spring, if possible, to avoid the summer heat for workers.
3. **Association Manager's Report** - Stacey Haberman
 - a. Pool update: The temporary patch that was put in place at the beginning of the season is starting to give-way, and we expect that the pool will need significant work in 2024. We are talking with both Neumann and Badger Pools and anticipate proposals and cost estimates. (See article in this issue.)
 - b. As many of our lifeguards return to school, we will be short staffed. We are advertising for lifeguards and seeking referrals from pools that have closed for the season. Similarly, our summer student grounds crew will return to school.
 - c. Poblocki Paving & Affordable Concrete has completed the asphalt and concrete work on Oak Creek Trail. Overall, it was a successful project. Work on Pin Oak will be completed early to mid-week August 28th. We are reviewing resident communication processes to ensure the best outcomes.
 - d. With the lack of rain, Greenscapes will only be mowing as needed.
 - e. David J Frank has completed the spring clean-up on the swale, which included, perennial cut-down and bed cleanup, debris removal and renovative bed edging

Tamarack Trails Community Services Association, Inc.
Board Meeting Tuesday, August 22, 2023

as well as technical horticultural maintenance, which included weeding of plant bed, and culvert check. They also replanted some of the damaged plants.

- f. July Work Order Reports:
 - i. Grounds:
 - Completed Work Orders: 6
 - New / Requested / Assigned / Scheduled: 8
 - ii. Maintenance:
 - Completed Work Orders: 17
 - New / Requested / Assigned / Scheduled: 35
 - g. Dean Ryerson raised several points related to the pool.
 - i. The Budget, Finance, and Maintenance committees are working on how to manage the pool issues.
 - ii. We need to communicate clearly and fully to residents what we know, what we don't know, and what we learn about the condition of the pool.
 - iii. There will be an article about the pool in the September Good Life.
 - iv. A special meeting for residents may be in order.
4. **Financial Report** –Treasurer Larry White
- a. Treasurer White reported that Tamarack finances are in good shape. The reserve fund is \$791,000. (See additional information in Finance Committee report).
5. **Committee Reports**
- a. Architectural Review Board – Liaison Bob Jacobs
 - i. The community Walkaround was completed, and well documented.
 - ii. Residents are reminded that window frames need to be full frame not just inserts.
 - iii. The ARB is updating a chart clarifying owner/Association responsibilities.
 - iv. The ARB is looking for more members. Contact Christina Finet or the office if you are interested.
 - b. Amenities Committee – no meeting – Liaison Larry White
 - i. An article about the benches proposal will be in the September Good Life.
 - c. Garden – Liaison Paul Skidmore
 - i. The committee approved a new policy at the March 14 meetings which was not submitted to the Board for review and approval. This will be done

Tamarack Trails Community Services Association, Inc.
Board Meeting Tuesday, August 22, 2023

for an upcoming Board meeting.

- d. Finance – Liaison George Jesien and Treasurer Larry White
 - i. White noted that while the Association property insurance premium remained unchanged, the inflation guard increased coverage from \$103.7 million to \$111.4 million. Therefore, the premium increased by about \$10,570. However, by eliminating redundant coverage and limiting other coverage we have kept our total insurance premium increase to \$575. (For details see the August 16 Finance Committee minutes.)
 - ii. **MOTION:** The Finance Committee recommends that the Board approve the renewal of the Rural Mutual Insurance policy with the only change being cancellation of the separate Commercial Crime coverage because we have \$50,000 of coverage with the basic policy. The net impact of this recommendation is an increase of \$570 for 2024. LW/BJ **PASSED.**
 - iii. **MOTION:** The Finance Committee recommends to the Board that the current amount of the Edward Jones investments in Treasury Bills and CDs, just under \$205,000, should be transferred to the reserve fund, as it represents excess operating earnings. Money Market Funds shall remain in the operating funds to achieve an operating cash target equal to one month of general operating expenses. LW/GJ **PASSED.**
 - iv. **MOTION:** The Finance Committee recommends to the Board that the maturing 3- month CDs in Edward Jones should be reinvested in either 3- month CDs or Treasury Bills, whichever is most advantageous at the time, and the Treasury Bill in Edward Jones should be reinvested in either 6- month treasury bills or CDs, whichever is more advantageous at the time. LW/BJ **PASSED.**
 - v. Education expenses are under budget and the Association Manager is encouraged to continue seeking opportunities for staff.
- e. Maintenance – Liaison Jayne Meyer
 - i. The new ice dam policy received no comment during the required 30-day period. **MOTION:** To approve the new ice dam policy. JM/PS **PASSED.**
 - ii. **MOTION:** To approve the \$9,734 proposal from 3rd Gen Painting and Remodeling for deck replacement. JM/PS **PASSED.**
- f. Resident Activities Committee – Liaison James Steinbach
 - i. The Fixed Income Band concert was a great success, with over 100 people attending.
 - ii. The Fall Breakfast is Sunday, September 10 from 10-noon.

Tamarack Trails Community Services Association, Inc.
Board Meeting Tuesday, August 22, 2023

- g. Welcoming Committee – Liaison James Steinbach
 - i. **MOTION.** To approve Betty Jean Grafton as a member of WC. JS/PS
PASSED.
 - h. Human Resources – Dean Ryerson
 - i. Overview of meetings of 08-09-2023 and 08-18-2023
 - ii. Reviews of wages and benefits.
 - iii. Staffing priorities: How do we staff appropriately? Stacey Haberman has presented several proposals.
 - iv. Staff insurance benefits are critical to hiring and retention and will rise. We will review options.
 - i. Nominations and Elections – Dean Ryerson
 - i. The committee decided they will work together, and no chair is needed.
- 6. Unfinished Business**
- a. Discussion of Governance and Role of Board
 - i. There was a lengthy discussion about Tamarack governance and the role of the Board. Directors felt positive about collegial working relationships among Board members and with Stacey Haberman; and agreed that the Board should be engaged with policy, not day to day operations, especially now that we have on-site professional management after a period of absence. Two essential Board functions were identified: fiduciary responsibility and maintaining a strong staff.
 - b. Communications Ad Hoc Committee – Wayne Koska, Chair
 - i. The resident survey was active for 10 days, with 97 responses.
 - 1. There was overall support for a strong and improved website. Suggestions included a photo gallery, community calendar, easily accessible governance documents, and an online community directory. The office has complete survey results.
 - 2. The survey instrument is a utility within Microsoft 365 and could be useful for other surveys.
 - 3. There will be an article in the September Good Life.
 - ii. The communications ad hoc committee hopes to present a proposal in September.
 - iii. Contact Wayne Koska if you have comments or questions.
 - c. Policy Approval

Tamarack Trails Community Services Association, Inc.
Board Meeting Tuesday, August 22, 2023

- i. II-200 Bank Depositories and Signatures. One edit to change a title that does not change policy intent or practice. **MOTION** to approve BJ/LW **PASSED.**
- ii. II-201 Assessment Billing Procedures. An edit to clarify how payments are to be made. **MOTION** to approve LW/BJ **PASSED.**
- iii. II-202 Annual Assessments. Wording changes only that do not change policy intent or practices. **MOTION** to approve BJ/JM **PASSED.**
- iv. II-203 Compensation to Residents for Work Performed. Wording changes only that do not change intent or practice of the policy. **MOTION** to approve LW/BJ **PASSED.**

7. New Business

- a. Jayne Meyer reported that the city is considering changing how encroachments on to public property are handled, and this could impact several Tamarack properties, some of which have significant encroachment onto public property. One possible approach by the city would require owners to apply for a variance, pay annual fees, and maintain a \$1 million insurance policy. This complex and evolving issue requires ongoing Board attention, and a meeting will be held with affected owners.
- b. The Tamarack Trails Budget Hearing will be October 10th at 6:30 p.m. The Annual Meeting will be October 26th at 7:00p.m. at Vista West.

8. Community Reports & Other Business

9. Adjourn , Next board meeting: Tuesday, September 26, 2023 BJ/GJ 8:22