

Cherokee Garden Condominium

**Board Minutes Nov. 17, 2014 – 6:30 Regular Board Meeting**

Present: Doug Ayers, Ralph Brown, Dave Lewke, AJ Harrison, Paul Hartwig, Dennis Nussbaum, Jean Staral, Judy Windschiegel, and Tom Martin, General Manager

Absent: Leslie Starczewski,

President Ayers called the meeting to order at 6:30 pm.

Visitors: Ron Holt; Phil Klein.

**Treasurer's Report:** Paul Hartwig reviewed budget. Nothing out of the ordinary for this point in the year.

**Ad hoc Assessment Committee** Klein. Committee met to review assessment fees to review whether to assess on square footage or equally per unit. The Association accountant was present at the meeting. Klein explained the discussion, pros and cons of changing some fees to per unit rather than by square footage. Nussbaum reviewed the options. Roofs and heating are dependent on square footage but no other Association amenities (driveways, snow removal etc.) are – they are shared equally. Elevators and gas fireplaces connected to the common gas lines already have an extra charge. Roofs and common area remodeling are separate assessments. Fee increases on a percentage basis result in a growing gap between smaller and larger condos (people who pay more get a bigger increase year after year). The committee recommends changing to a flat fee increase (for future rate increases) from this point forward to level off the difference. (Large condos will still pay larger fees but the difference between large and small won't continue to increase.) Nussbaum made a motion for board approval for the committee to continue developing the flat-fee increase concept for eventual adoption, passed (8-0).

**Buildings and Grounds:** Dennis Nussbaum, chair. No meeting. The little library is up by Building 22. Wing walls are up at bldg. 21, caps coming soon. Waiting on estimates on a wood retaining wall replacement behind building 16, and nothing new to report on the road agreement and entrance to Golf Parkway. Bldg. 34, had a leaking window and upstairs owner has agreed to replace windows to resolve the current leak. Maintenance will replace gutters as well to reduce the overflow during heavy rains.

**Building Resources:** Judy Windschiegel, chair. Powwow room has three new tables and carpeting and will get new chairs. Judy will contact designer for recommendation/ advice on updating hallways.

**Long Range Planning:** David Lewke, chair. No meeting.

**Personnel:** Doug Ayers. No meeting.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting

**Pool Committee:** Paul Hartwig, chair. No meeting.

**Orientation Committee:** Jean Staral, chair. No meeting.

**Northside United (NU):** Doug Ayers. NU is working on a Racial Equity Forum for the Northside. For more information, visit the Northside website.

**Manager's Report:** Roofs on 24-27 will be done in 2015 along with the new pool cabana roof. Second floor skylights will also be replaced at the time of the roofing; they are more energy efficient and less likely to leak. Solar power shades are also available and Martin will set up a demo for owners who may be interested. Martin is reviewing applications for open staff positions and hopes to have them filled by the New Year. Everything is winterized. Martin is reviewing and pricing a more environmentally friendly lawn care. Building and Grounds will review. Finishing fire alarm system upgrade in Bldg. 3. Dec. Board meeting will include a demonstration on the mapping that's been done for the Association.

**President's Report:** No new business.

**Unfinished Business:** There will be another forum on the potential dog park at Northland Manor Park on Wheeler Road on December 10 at 6:30pm at the Warner Park Community Recreation Center. Staral submitted a list of solutions to the issue of notification of lawn care. After review of options, Board requested that Maintenance send an email notification to the same email list that the newsletter goes to. Residents who sign up to receive the newsletter will automatically get notification for lawn spraying – those who want notification and do not have email may still call the company and request notification or may ask a neighbor with email to let them know.

**New Business:** Hartwig made motion that the Association pay for capital improvements to common areas for roofs, water heaters; cost recovery to be achieved by including them into monthly condo fees paid by all condo owners. Seconded by Lewke. Discussion followed and included letting the Ad Hoc committee on assessments consider this option. Motion failed (2-6).

Next regular meeting of the Cherokee Garden Condo Board will be Dec. 15, 2014, 6:30 pm.

Motion made and approved to adjourn 8:20 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium  
Board Minutes – August 18, 2014 – 6:30 Regular Board Meeting**

Present: Doug Ayers, Ralph Brown, AJ Harrison, Paul Hartwig, Dave Lewke, Dennis Nussbaum, Jean Staral, Leslie Starczewski, Judy Windschiegl and Tom Martin, General Manager

Absent: None.

President Ayers called the meeting to order at 6:30 pm.

Visitors: Phi Klein (bldg 30) represented the ad hoc Assessment Review committee.

July regular minutes were reviewed. Nussbaum made motion to approve with no changes and passed (9-0).

**Treasurer's Report:** Paul Hartwig reviewed budget for end of the fiscal year. One month into new budget is right on track. Ayers reported renewing an Associated Bank CD as a money market account (which is covered under the two-signature rule). Hartwig shared the water and electric bills to illustrate and understand variances. No questions.

**Buildings and Grounds:** Dennis Nussbaum, chair. Front door construction is almost done, a few need finishing touches. Walk-in garage doors are still being examined for options. Retaining wall is almost finished and looks good. Next wall is wooden wall behind bldg 16, committee is reviewing the work. The Board suggested that the Golf Parkway financial responsibilities be divided four ways; committee is waiting for a suggested division from Cherokee Park Inc, based on linear footage as a starting point. Committee is reviewing walls at the entry of Golf Pkwy and the island maintenance. One committee member suggested putting up a "Little Library;" committee will look into it.

**Ad hoc branding committee:** Dennis Nussbaum. Sample floor plans, photos, realtor info is being added to the website to encourage buyers to notice Cherokee. Working on a logo and have had articles in the Northside news. Nussbaum has been in discussion with northside police and statistics show Cherokee has a very low crime rate compared to other condos and areas in the city. Committee suggested improving foyer and common area lighting (Building Resources to review). Building 5 to have common area repainted by maintenance.

**Building Resources:** Judy Windschiegl. Tied up loose ends from last review. Recommends painting in bldg 5 and sealing windows. Committee is reviewing bldgs with dim lighting to consider a project to improve the lighting.

**Long Range Planning:** David Lewke, chair. No meeting. Waiting for Assessment committee results.

**Personnel:** Doug Ayers. Committee met. Discussed hiring Martin an administrative assistant, recommended qualifications (Microsoft Office a must) and possible employment sources. Martin hired program assistant for landscape planning. Discussed back up plan for accountant functions.

Aldrich hired as webmaster.

**Policy & Rules Committee:** Leslie Starczewski, chair. Insurer requested that the Association make a rule that wood-fire places used annually should be cleaned annually. Board to consider after talking to insurance agent.

**Pool Committee:** Paul Hartwig, chair. New tables came for the west pool. Saturday monitoring has continued. Committee will evaluate the results and report to board.

**Orientation Committee:** Jean Staral, chair. Will schedule orientation for Oct and a staff/board get-together in Sept.

**Northside United (NU):** Doug Ayers. Northside United has started planning community projects ie Northside African Festival, community painting days (Warner Beach House), street painting days, etc. NU has ask an ethnic food business relocated to the Northside. They have also requested a military px be established on the Northside.

**Manager's Report:** Tom Martin reported. Is reviewing change ups on the news letter. Martin is putting together information for staffing needs. He reviewed requirements for adding office space to the maintenance building. Computers need to be updated. Personnel and Buidlings and Grounds will evaluate Martin's estimates. Pools will close shortly after Labor Day. Board will do a grounds tour in Sept. Board will meet at 5:30. Possible renter was checked out, owner is still getting mail there.

**President's Report:** Special Board meeting Aug 26 at 4:00 pm (Charter) and 5:00 (Insurance) pm. Hwy CV was striped (Ayers made multiple calls to local and state officials). Requested Dynascape Demo to show the board the large plan of the Association.

**Unfinished Business:** none.

**New Business:** Resident suggested we announce food carts in the newsletter. Brown reported a rumour that railings may be removed; it is a rumour, nothing is decided.

**Continued Business:** Possible renter in a building. Phil Klein reviewed two forms of determining assessments (by square footage vs per unit). Will follow up with another meeting for more details and report back to board in Sept. Starczewski to head ad hoc committee to review possiblity of survey on resident satisfaction.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Sept. 18, 2014.

Motion made and approved to adjourn 8:32 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium**  
**Board Minutes – October 20, 2014 – 6:30 Regular Board Meeting**

Present: Doug Ayers, Ralph Brown, Dave Lewke, AJ Harrison, Paul Hartwig, Dennis Nussbaum, Jean Staral, Leslie Starczewski, Judy Windschiegl and Tom Martin, General Manager

Absent: none

President Ayers called the meeting to order at 6:30 pm.

Visitors: Sylvia Schultz (bldg 1) would like to see an update on the Powwow Room pool chairs and tables, stated there is an inequity between furnishings at the pools. Peter Casey bldg 34 wanted an update on a leaky wall, which Martin provided and will follow up on a monthly basis.

September regular minutes were reviewed. Nussbaum made motion to approve with no changes and passed (9-0).

**Treasurer's Report:** Paul Hartwig reviewed budget. Nothing is out of the ordinary. Ayers reported renewing a CD.

**Buildings and Grounds:** Dennis Nussbaum, chair. Wingwalls are started on bldg 21. Bldg 18, 23 and 36 will be next but need to be budgeted and scheduled. Committee suggested allowing and encouraging stackable bike racks for people who want them, to keep the basement neater and the floor clear, bikes must be stored within unit owners individual parking stalls. The Little Free Library has just arrived and will be installed. We are still waiting on the estimate for the next wall behind bldg 16. Still negotiating with Cherokee Park/Cherokee Country Club on the road and walls by the golf course. Garage door plates are almost complete. Front doors are complete. Wall lights are in and the flag lights are up, all LED. Committee suggested eventually replacing the door hardware to match the new guards (ie: stainless steel). Bldg 27 will get notice on latest roofing schedule, since that is the first of the four buildings to be done of the group that recieved notice two years ago; 24, 25 and 26 will follow (in spring).

**Ad hoc branding committee:** Dennis Nussbaum. Committee did not meet.

**Building Resources:** Judy Windschiegl. Carpeting for the Powwow room is picked and scheduled. Windschiegl gave a small list of things for maintenance to do. The entire development has been reviewed. Committee suggested replacing some of the recessed lighting with a lower light but clearance is an issue. Martin will follow up with Windschiegl to review and estimate cost and return to the board with more information. Martin suggested utilizing a designer to narrow down choices for updating in order to make the condos more appealing to more/younger buyers. Recommended that Building Resource contact a designer to get ideas on lighting fixtures and design. Nussbaum made a motion to hire a designer to look at 2-3 buildings and give ideas for brightening up the hallways (limited to 3 hours of her time). Motion approved (9-0). Windschiegl recommended new tables for the Powwow room, Martin to follow up. Reviewed Bldg with reported pet odor. Martin following up. 25 Golf Course Road had stained carpeting that will have to be replaced. Windschiegl to schedule meeting and will report next month.

**Long Range Planning:** David Lewke, chair. No meeting, many items pending. Meeting will be held this month.

**Personnel:** Doug Ayers. No meeting.

**Policy & Rules Committee:** Leslie Starczewski, chair. no meeting

**Pool Committee:** Paul Hartwig, chair. Hartwig presented a report on allowing Sat. hours for children. The pool committee monitored the pool every Sat. for the 13 weeks of the summer (9 children were the most ever recorded at the pool, and not necessarily at the same time). The committee summarized the notes and came to several conclusions. Observers believed the test was a positive experience. There were no incidents to speak of, committee recommended making the change permanent at the central (white building) pool. The board discussed pros and cons. Hartwig made a motion to eliminate the restriction on children from 3-6 on Saturdays for both pools. Motion passed (9-0).

**Orientation Committee:** Jean Staral, chair. Orientation meeting went well; the country club sponsored coffee and cookies. The Maintenance thank you party was also a success.

**Northside United (NU):** Doug Ayers. NorthStar awards are Dec 4. They are working on branding issues.

**Manager's Report:** Tom Martin reported. Martin is still working on hiring an admin. assistant soon. Maintenance will start working on painting projects to really brighten and freshen up the development. Maintenance will make a push on cleaning basements, lighting etc. now that the landscaping is getting under control. Martin is still trying to hire a part-time cleaning person.

**President's Report:** Checked into a corporate card for Costco, which is not possible. Had a request for association-wide wifi. We considered it with current providers but the Assoc. does not want to be responsible for collecting bills. Another article on the Association will appear in the next *Northside News*.

**Unfinished Business:** Martin is working on computers. Board is still reviewing the assessment /fee options. Nussbaum to contact Klein for the next step. Requested demo on Dynascope for the Dec. meeting.

**New Business:** Nussbaum had a complaint regarding kayaks in the parking stall; they are allowed by the rules. Staral reported many complaints about non-notification of lawn spraying, requested a system be developed by next spring. Staral to compile options for possible notice. Martin reported a garage door that malfunctioned due to wifi interference; the openers need to be shielded and maintenance to replace the receiver, Owners are responsible for cost of their own transmitters. Hartwig suggested adding approximately \$10 a month to maintenance fees and making roofs and water heaters regular part of the Association's replacement program. (This is part of what the current "fee assessment" the ad hoc committee is reviewing.)

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, November 18, 2014.

Motion made and approved to adjourn 8:50 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium  
Board Minutes – September 15, 2014 – 6:30 Regular Board Meeting**

Present: Doug Ayers, , AJ Harrison, Paul Hartwig, Dennis Nussbaum, Jean Staral, Leslie Starczewski, Judy Windschiegel and Tom Martin, General Manager

Absent: Ralph Brown, Dave Lewke

President Ayers called the meeting to order at 6:30 pm.

Visitors: Pete Casey (bldg 34) regarding a leaking window. Martin to follow up. Ron Holt: bldg 4 security panel on door is sharp and his wife cut her hand. Martin to follow up. Carol

Aug regular minutes were reviewed. Windschiegel made motion to approve with no changes and passed (7-0).

**Treasurer's Report:** Paul Hartwig reviewed budget. Cash savings went down as expected due to a payment on the new wall. CD with Home Savings is coming due and will roll over. No questions.

**Buildings and Grounds:** Dennis Nussbaum, chair. Front door security is done, maintenance is touching up the problem spots, sharp edges, paint, etc. We are starting to add a bar to garage doors with a full door vent (not all doors need added security). Committee researched the request for a free library, a generous resident has donated money for materials. Nussbaum made a motion to allow and proceed to install the little library in the area of the east pool. Motion passed (9-0). Fire place cleaning notices went out. Committee recommends rewording the rules requiring cleaning and proof thereof every five years to recommended yearly if used. Getting bids for retaining wall behind bldg 16. Brick structures at the entrance to Golf Parkway shared with the Country Club may need repairing. We are in discussion with the country club and the townhouses on mainting the Golf Parkway.

**Ad hoc branding committee:** Dennis Nussbaum.

**Building Resources:** Judy Windschiegel. Will meet this week to start another round of reviews. Martin had two requests for reviews, 25 Golf Course Rd and 1434 Wheeler Ct. 1426 Wheeler Ct entryway was repainted, a window need sealing.

**Long Range Planning:** David Lewke, chair. No report.

**Personnel:** Doug Ayers. No meeting.

**Policy & Rules Committee:** Fireplace rules changes will be changed to reflect buildings and grounds recommendation. Starczewski made motion to change the fireplace rule to “if used, annual cleaning of wood fireplace is recommended. Gas fireplaces must be maintained per manufacture instruction.” Motion passed (7-0). A smoking complaint was discussed, maintenance to follow up.

**Pool Committee:** Paul Hartwig, chair. Pool committee documented 13 weeks of the alternative pool rule. Committee to meet and present data to the board.

**Orientation Committee:** Jean Staral, chair. Staff Appreciation reception (Board and Staff) scheduled for Sept 19. Orientation scheduled for Oct 9.

**Northside United (NU):** Doug Ayers. The dog park is still under consideration; City Parks Dept will examine it in Nov. or Dec. Wheeler Rd from Sherman to CV will be resurfaced (not widened or expanded).

**Manager's Report:** Tom Martin reported. Presented information of the variety of ways to assess fees, flat rate vs square footage from the ad hoc committee and the accountant. Recommended updateing the Powwow room, refered to Building Resources. Will hire an arborist to take down a tree that has a cavity and is close to wires. Everyone that was required to have a fireplace cleaning last year was notified. New rule will only require owners who use their fireplaces to clean them annually in the future. Martin presented a plan to create space in the maintenance bldg for the new admin assistant. Ayers made a motion to allow Martin to spend up to \$5000 to update office, computer, and phones. Motion passed (7-0). Martin is developing staff position description, and will place some ads. Ayers made motion to allow Martin to make the hiring decision. Passed (7-0). Roof replacements are due in buildings 24 to 27. Residents received two year notice.

**President's Report:** Requested staff to give a demo on the new GIS software that maps the Association's landscape, i.e. trees, shubs, etc.

**Unfinished Business:** Nussbaum reviewed a proposed agreement from Charter for exclusive marketing rights (right to advertise door-to-door, etc.) in exchange for a payment. Nussbaum made a motion to not enter into the agreement. Passed 7-0. Charter also offered bulk rate service as well (association would collect fees and pay bills). Nussbaum made a motion to reject that agreement. Motion passed (7-0).

**New Business:** Hartwig commented the elevator was out over Labor Day because the city inspected it and did not reset the elevator.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Oct. 20, 2014.

Motion made and approved to adjourn 8:35 p.m.

Respectfully submitted,  
Jean Staral, Secretary



## **Cherokee Garden Condominium**

Board Minutes 15, Dec, 2014 – 6:30 Regular Board Meeting

**Present:** Doug Ayers, Ralph Brown, Dave Lewke, Dennis Nussbaum, Jean Staral, , Judy Windschiegel and Tom Martin, General Manager

**Absent:** AJ Harrison, Paul Hartwig, Leslie Starczewski

President Ayers called the meeting to order at 6:30 pm.

**Visitors:** Ron McKinley, Bldg 25 wanted to comment on a few items from last meeting, regarding the proposed flat fee for future increases. He agrees but was concerned about the heat costs of larger units and subsidizing them; would like to see the roofs remain an assessed item like it has always been. Maintenance employee Dan Zinsmeister demonstrated the Dynascape software, that the Association uses for mapping of the grounds, plants and trees.

Nussbaum made a motion to accept minutes, no additions, deletions or corrections. Motion passed (6-0)

**Treasurer's Report:** Ayers reviewed financial statements. All board members received a copy of the biennial audit.

**Buildings and Grounds:** Dennis Nussbaum, chair. No meeting.

**Ad hoc Assessment committee:** Dennis Nussbaum. Presented a report and recommendations from the committee assigned to study the way monthly maintenance fees, special assessments, and annual fee increases are calculated. Currently all fees for all services & amenities are based on square footage & percentages which has caused a significant financial disparity between larger and smaller units in fees paid to the association. The committee recommends changing to a flat & equal fee increase per unit system vs. the current sq. ft & percentage system for all future assessments (except roof replacements) to stabilize the disparity between larger and smaller units. A roof replacement fund tacked onto the monthly maintenance fee was also studied, but the monthly fee increase to sustain the fund to cover all replacements within the next 20 years was too large and deemed unfair to those that had already paid for a roof replacement. Nussbaum made a motion that all new assessments and all factors that determine monthly maintenance fee increases be based on a flat and equal fee per unit (except roofs) rather than on a units square footage or imposing annual percentage fee increase. Assessing owners for roof replacements on the basis of square footage will continue as per the current practice. Brown seconded, motion passes (6-0).

**Building Resources:** Judy Windschiegel. Will meet with decorator and review the entryways of two buildings for suggestions on trends and updating.

**Long Range Planning:** David Lewke, chair. Meeting held and reviewed 17 items on a 20-year outlook, committee is preparing to revise and update the information and budget.

**Personnel:** Doug Ayers. No meeting.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting.

**Pool Committee:** Paul Hartwig, chair. No meeting.

**Orientation Committee:** Jean Staral, chair. No meeting.

**Northside United (NU):** Doug Ayers. Discussed attending a City Parks Commission meeting regarding the city's dog parks and proposed standards for them. The big issue on the North side right now is the "Racial Equity Forum" which will be held on Jan 26, 2015.

**Manager's Report:** Tom Martin reported, working on offices, cleaning and painting in the maintenance building, ready to add a position. No news from Cherokee Park on the road agreement and building lease. Madison has completed the sewer repair near Cherokee. The caps on bldg. 21 are finished.

**President's Report:** Nothing additional to cover.

**Unfinished Business:** none.

**New Business:** none.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30 January 19, 2015.

Motion made and approved to adjourn 7:50 p.m.

Respectfully submitted,  
Jean Staral, Secretary

## **Cherokee Garden Condominium**

Board Minutes – Jan. 20, 2014 – 6:30

Present: Doug Ayers, AJ Harrison, Paul Hartwig, Phil Klein, Dennis Nussbaum Mike Schmitt, Jean Staral, Leslie Starczewski, and Tom Martin, General Manager

Absent: Kirby Brant,

President: Doug Ayers called the meeting to order at 6:30 pm.

Visitors: None

Dec. minutes were approved with no changes, Starczewski made motion, Hartwig second.

**Treasurer's Report:** Paul Hartwig. Reviewed the budget is on target.

**Buildings and Grounds:** Dennis Nussbaum, chair. Met to review bids on retaining wall. Will start with the pool area then steps. Motion made by Ayers and passed to give Martin authority to accept a bid on the wall work. Pilot on further security for the front doors will be finished this week and evaluated.

**Long Range Planning:** Phil Klein, chair. No meeting. Will meet in Feb.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting. Atty letter stated cameras in common areas are not an issue as there is no expectation of privacy. Atty recommended updating penalties and fees so payment issues go through small claims court; committee to review.

**Pool Committee:** Paul Hartwig, chair. No meeting

**Building Resources:** Dennis Nussbaum. No meeting.

**Personnel:** Doug Ayers. No meeting. Tom is waiting on software to inventory work orders, equipment and grounds (trees, shrubs, etc.). A consultant will be engaged to start building a website for Cherokee Garden Condominium Homes, Inc. Board will continue to monitor items to go on the site.

**Orientation Committee:** Jean Staral, chair. No meeting

**Northside Planning Council:** Doug Ayers. (1)Ayers was invited to be on a new Northside Action Coalition. This Coalition is envisioned as a community group that includes Northsiders from neighborhood associations, businesses, churches, schools, city agencies, and others, and which works to identify key issues and opportunities for community action engagement. (2)A second Dog Park meeting was announced in the newsletter.

**Manager's Report:** Tom Martin reported sump pump flooding in building 41, maintenance to replace some carpet. Heating budget is a bit over due to the cold snap, it may even out over the

end of the winter. There are a few units which will require additional baseboard heat, maintenance to update. Bldg 36 was insulated, gaps filled that will save energy long term. Bldg 30 had an issue with some light sockets, LEDs were put in. Martin is checking into energy efficient pumps to replace some that need updating. Maintenance has worked hard on clearing snow and ice.

**President's Report:** Ayers reported AT&T has been going around to buildings again, Ayers reminded them there is no soliciting.

**Unfinished Business:** Staral and Brandt to document Board procedures and discuss encouraging people to run for the board.

**New Business:** Harrison had a request for a putting green. Board discussed, problem is cost, insurance, maintenance and usage. Nussbaum made motion to turn down the option based on discussion, motion passed. Maintenance will run a trial of leaving fewer paper newsletters as many people get it by email. Newsletters may be requested from the office if needed.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Feb 17, 2014.

Motion made and approved to adjourn 7:50 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium  
Board Minutes – February 17, 2014 – 6:30**

**Present:** Kirby Brant, AJ Harrison, Paul Hartwig, Mike Schmitt, Jean Staral, Leslie Starczewski, and Tom Martin, General Manager

**Absent:** Doug Ayers, Dennis Nussbaum, Phil Klein,

Secretary Jean Staral called the meeting to order at 6:34 pm.

**Visitors:** None

Feb. minutes were approved with no changes, Starczewski made motion.

**Treasurer's Report:** Paul Hartwig. Reviewed the budget and financial statements. Budget is on target with the exception of the heating bill.

**Buildings and Grounds:** Dennis Nussbaum, chair. No meeting

**Long Range Planning:** Phil Klein, chair. No meeting. Will meet in a week.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting. Board will get amendments to rules per attorneys. Will be voted on at next meeting. Clarifies lates fees.

**Pool Committee:** Paul Hartwig, chair. No meeting.

**Building Resources:** Dennis Nussbaum. No meeting. Ayres referred a request for better lighting to Building Resources; maintenance found a replacement, board to evaluate and recommend a solutions.

**Personnel:** Doug Ayers. No meeting.

**Orientation Committee:** Jean Staral, chair. No meeting.

**Northside Planning Council:** Doug Ayers reported hearing held on dog park for neighborhood input.

**Manager's Report:** Tom Martin reports on security door project: hinges had to be reordered and the project will be finished by March. After the test run Martin will compile estimated costs and time, etc. and the Board will plan from there. If the door guards work well Long-range planning could review costs of door upgrades and possibly incorporate into future plans. Martin reviewed bids on the wooden wall at the pool. Martin will set up meeting with two contractors and several members on the committee to answer questions. Maintenance is dealing with a lot of snow and a few freeze ups. Website is progressing. Building 41 will pick carpeting for lower landing. Some baseboard heating was extended in a two units that couldn't get enough heat in the below zero weather.



**President's Report:** No report

**Unfinished Business:** Staral passed out draft of duties for board members to review and comment on.

**New Business:** none

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, March 17, 2014.

Motion made and approved to adjourn 7:32 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium  
Board Minutes – March 17, 2014 – 6:30**

Present: Doug Ayers, Kirby Brant, AJ Harrison, Paul Hartwig, Phil Klein, Dennis Nussbaum, Mike Schmitt, Jean Staral, Leslie Starczewski and Tom Martin, General Manager

Absent: None.

President Doug Ayers called the meeting to order at 6:30 pm.

Visitors: Ron Holt. Lou Bender bldg 17 wanted to discuss the rental policy for parking spaces, requested a reminder to renters about security issues.

Feb. minutes were approved with no changes, Nussbaum made motion.

**Treasurer's Report:** Paul Hartwig. Numbers are on track for the budget.

**Buildings and Grounds:** Dennis Nussbaum, chair. Committee met and discussed front doors. Committee provided comments on the test reinforcement on front doors. Longer plates and new hinges (that cannot be popped out) were installed and are satisfactory with a few tweaks. Est cost is still being determined but costs should come down as maintenance gets into the project. Committee recommend continuing with upgrade for all front doors. Also suggests a bar to cover the vents in the entrance doors to the garage areas to strengthen their integrity. Some doors need trim/paint touch up which will be done. Nussbaum made motion to continue project, get it done quickly, include bars on garage walk-ins, and Association to split the cost with owners 50/50. Discussion followed. Motion defeated. Nussbaum made motion to continue project, get it done quickly, include bars on garage walk-in doors, Association to cover the cost of door upgrades. Motion passed unanimously.

**Long Range Planning:** Phil Klein, chair. Collected estimates on the wall (bldg 20 and 21). Two contractors were interviewed for clarification of the estimates. Committee recommends Olp for their level of detail of the job, the plan, and other work in the development. Motion made by Klein to contract with Olp Inc. and give Martin the authority to determine final cost per previous instructions, motion passed unanimously. Martin to discuss financing with accountant and options will be discussed at the next meeting.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting. Board reviewed language the attorneys suggested to clarify the delinquent fees rule (13.2). Nussbaum made a motion to incorporate the new language and amend the rules, motion passed unanimously.

**Pool Committee:** Paul Hartwig, chair. No meeting.

**Building Resources:** Dennis Nussbaum. No meeting.

**Personnel:** Doug Ayers. No meeting. Will meet in April.

**Orientation Committee:** Jean Staral, chair. Will call office to determine number of new people and schedule orientation meeting accordingly.

**Northside Planning Council:** Doug Ayers reported meeting with School Board coming up. Granite Ridge (Housing and shop multi-purpose) is going in next to the police station.

**Manager's Report:** Tom Martin reported progress being made on the website. Recommended we keep it to a public site with public information only. Discussed some personelle items. Maintenance is still keeping up with the weather. Also looking at a plan for the ash trees.

**President's Report:** Reported Home Savings requested a proxy

**Unfinished Business:** Will review board duties and discuss at the next meeting. Harrison had been questioned about rewarding maintenance for the the good job on snow removal.

**New Business:** Potential owner contacted Martin requesting permission to see 10-16 clients at her residence. Martin will refere her to the rules prohibiting home businesses.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, April 21, 2014.

Motion made and approved to adjourn 8:10 p.m.

Respectfully submitted,  
Jean Staral, Secretary



**Cherokee Garden Condominium  
Board Minutes – April 21, 2014 – 6:30**

Present: Doug Ayers, Dennis Nussbaum, Kirby Brant, AJ Harrison, Mike Schmitt, Jean Staral, Leslie Starczewski, and Tom Martin, General Manager

Absent: Paul Hartwig, Phil Klein

President Ayers called the meeting to order at 6:40 pm.

Visitors: Ron Holt bldg requested no change to pool schedule. The one time trial last fall allowing children in new pool between 3:00 pm and 6:00 pm on Saturdays was not successful, prefer to have an adult time. Terri Lemke bldg 17, prefers a time for adults only; children not always watched. Ten others supporting adult time attended. Mary Paulson, Carrie Knowles bldg 13. Mary Bruenning bldg 33 stated same.

March minutes were approved with no changes, Nussbaum made motion and passed.

**Treasurer's Report:** Doug Ayers Reviewed the budget and financial statements. Utilities are over budget, everything else is on target. The budget for next year will be reviewed at the May meeting.

**Buildings and Grounds:** Dennis Nussbaum, chair. Front doors are on track. Still finalizing plans for the garage walk-in doors. Wall by the pool is now under construction, the two stairs will be consolidated into one; the work by the pool should not delay opening the pool. Martin will determine which ash trees we should save and they will be treated, the others will eventually be taken down.

**Building Resources:** Dennis Nussbaum. Did walk through on 27 buildings; some buildings will need a second look. Some are dated but still in good shape. Martin is still checking on LED lighting for updates. Committee will continue survey of other buildings.

**Long Range Planning:** Phil Klein, chair. Meeting held. Long Range plan beeing updated.

**Personnel:** Doug Ayers. Martin is looking to add two half-time positions, one for administration with the addition of some of the administrative issues in the shop. Sales are requiring more documentation. Second position is a program assistant to computerize the standard maintenance procedures, such as updates, mulching, pruning, outside lighting, tree GPS, etc. Office previously in the Pow Wow Room has been moved to the maintenance building; a drop box at the 1436 Wheeler office is being installed. Website development underway.

For the budget, the following information was reviewed. Projected increase on health insurance for employees is approx. 12%. Committee discussed raises as opposed to bonuses, is recommending 2.5% raises. Committee recommends \$50 net holiday gift.

Motion to approved new positions, website, health insurance increase, raises, and holiday gift made by Nussbaum, motion approved.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting. Delt with issue of renting parking space to person not living in condos.

**Pool Committee:** Paul Hartwig, chair. No report.

**Orientation Committee:** Jean Staral, chair. No meeting. Will schedule meeting.

**Northside Planning Council:** Doug Ayers reported farmer's market is now open at Sherman Plaza/ Northside Towne Center.

**Manager's Report:** Tom Martin had a request from an owner to approve a contractor open house for a newly remodled unit. People will enter through patio area. Board okayed. Motion made to sell two parking spaces (received through a forclosure) to new condo owners for \$3300 each, motion passed. Powwow room is closed down but the phone goes to the shop and is being answered. Progress is being made on the pool wall and is on schedule.

**President's Report:** We have two temporary board positions. Kirby Brandt is resigning due to conflicting meetings and Mike Schmitt will be moving in the near future. Board disscussed some possible appointments to replacements. Judy Windschieggl has agreed to cover the two-year position and Dave Lewke has agreed to fill the one-year. Nussbaum made Motion made to appoint both people for the remainder of the terms. New appointments are effective May 15, 2014. Board also discussed several possible ways to replesnish Capital Reserve funds due to the earlier than expected failure of the retaining wall. Board will hold a special budget meeting, Monday, May 5, 6:30 at the Powwow Room to finalize the budget. Martin will assemble more information with the accountant.

**Unfinished Business:** None.

**New Business:** none

**Continued Business:** The Board will discuss pool hours for adults at the regular May 19th meeting. Budget will be finalized at the May 5 budget meeting

Special budget meeting scheduled for May 5, 2014, 6:30

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, May 19th, 2014.

Motion made and approved to adjourn 8:45 p.m.

Respectfully submitted,  
Jean Staral, Secretary



**Cherokee Garden Condominium  
Board Minutes – May 5, 2014 – 6:30 Special Budget Meeting**

Present: Doug Ayers, Dennis Nussbaum, AJ Harrison, Jean Staral, Leslie Starczewski, and Tom Martin, General Manager

Absent: Mike Schmitt, Paul Hartwig, Phil Klein, Kirby Brant,

President Ayers called the meeting to order at 6:30 pm.

Visitors: none

**Budget Approval**

Discussed the current and 2014-2015 budgets and how to cover the difference in cost and timing of replacing the wall at the new pool area. Also discussed the pros and cons of assessments versus raising fees for funding the wall. Payment for the new wall will initially come out of reserve funds. The reserve fund will then be repaid over the next five years out of various fees and funds, including the funds set aside in the Long Range Plan for replacing this wall in fiscal years 2017/2018 and 2018/2019.

Martin to make recommendations regarding capital fund items that can be temporarily delayed. Also, capital expenditures will be capped (for the next 5 years) to a total not to exceed \$207,000 per year so that the savings of approximately \$27,000/yr can be returned to the reserve fund.

Recommendation made to raise maintenance fees approximately 3%.

The Budget will be zero based on both operating and capital budgets.

A motion was made by Nussbaum, and unanimously approved, to accept the above plan.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, May 19th, 2014.

Motion made and approved to adjourn 7:50 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium  
Board Minutes – May 19, 2014 – 6:30 Regular Board Meeting**

Present: Doug Ayers, AJ Harrison, Paul Hartwig, Phil Klein, Dave Lewke, Dennis Nussbaum, Jean Staral, Leslie Starczewski, Judy Windschieg and Tom Martin, General Manager

Absent: None.

President Ayers called the meeting to order at 6:30 pm.

Visitors: Linda O'Dell-Bldg 26, spoke in favor of a one-year trial for Sat adult hours to be eliminated at one pool only. Lori Krueger- Bldg 40, Sue Simon –Bldg 40 ( brought petition), Jon Krueger- Bldg 40 , Mary Shroud-Bldg 35 also spoke in favor of another trial. People requesting the change requested it for the newer Golf Glen Road pool and for Sat only. Mary Breunig, suggested using the old pool for a trial.

Ron Holt, spoke against eliminating adult hours at the pool. Mary Hommel, Virginia Pike supported not changing rules. Mary Paulson 1618 suggested a condo-wide vote. Several others were present but did not speak.

Blair McMillan, suggested better branding to improve sales and values; suggested a committee for that purpose. Some of his suggestions will be incorporated into the website.

Jane Aldrich reviewed the web page status, board reviewed the webpage sections. Board to decide content. To be included in new website, Cherokee Comments (newsletter), minutes, budget summaries, current financial statement, quarterly reserve summary, condo by-laws, rules and regulations. Motion made to include the above Motion made by Nussbaum to accept the website with the previous info included. Motion approved. Board decided against classified ads for now.

April minutes were approved with no changes, Nussbaum made motion and passed. Special Budget May 5 meeting minutes approved with no changes, Harrison made motion and approved.

**Treasurer's Report:** Paul Hartwig reviewed budget, no questions.

**Buildings and Grounds:** Dennis Nussbaum, chair. No meeting. Martin to update on wall.

**Building Resources:** Dennis Nussbaum. No meeting.

**Long Range Planning:** Phil Klein, chair. No meeting

**Personnel:** Doug Ayers reported that no Employee Benefits insurance meeting was held at this time. Benefits will be reviewed again, later in the year. Martin to work on updating employee job descriptions. Martin hired new person for GPS data entry on trees, shrubs, buried utilities, etc. Martin is also working on hiring an administrative staff person.

**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting.

May 19, 2014 Board Minutes (to be approved at next meeting).



**Pool Committee:** Paul Hartwig, chair. No meeting.

**Orientation Committee:** Jean Staral, chair. Orientation scheduled for May 21, 6:30.

**Northside Planning Council:** Doug Ayers reported met in May for Northside United (identifies community opportunities), they will post events on the website. On July 5 there will be a northside independence day which will include fireworks.

**Manager's Report:** Tom Martin reported progress on the retaining wall, the most inaccessible area is almost complete. Maintenance updated the pager information for the board. Several people are running for the Board and Starczewski will head group to count votes. Early June newsletter will announce annual meeting and encourage proxy votes. Discussed selling two parking spaces we received through a foreclosure. Nussbaum made motion, seconded and approved to provide title insurance at the request of the buyer's attorney for two parking space the association is selling. Doors are being scheduled for the contractor and painters for the door upgrade. Martin and staff are preparing for the annual meeting.

**President's Report:** Doug Ayers worked with Martin and Lenart (CPA) to change the association's audit firm to Honkamp Krueger. Biennial audit will include a full audit one year and a review audit the second year. Ayers made a motion to approve Honkamp Krueger to do audits, motion passed.

**Unfinished Business:** Discussion held over assessments made based on square footage verses project assessments. Ayers requested we form an ad hoc committee to review and advise the board on future assessments. Phil Klein to head it report back at the July board meeting.

Discussed a trial year for allowing children in the new pool all day Saturdays. Hartwig made a motion to do a one-year trial allowing children additional hours at the Golf Glen Road pool between 3-6 on Sat. only, motion passed. Pool committee to evaluate the success of the trial.

**New Business:** Klein introduce going non-smoking throughout Cherokee Association. Klein made a motion to have the rules committee develop potential strategies to introduce going non-smoking, no second, motion did not go forward.

**Continued Business:** None.

Annual Meeting will be June 8, 2014 at 7PM at Cherokee CC – upstairs.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, July 15, 2014.

Motion made and approved to adjourn 8:50 p.m.

Respectfully submitted,  
Jean Staral, Secretary

**Cherokee Garden Condominium  
Board Minutes – July 21, 2014 – 6:30 Regular Board Meeting**

Present: Doug Ayers, Ralph Brown, AJ Harrison, Paul Hartwig, Dave Lewke, Dennis Nussbaum, Jean Staral, Leslie Starczewski, Judy Windschiegel and Tom Martin, General Manager

Absent: None.

President Ayers called the meeting to order at 6:30 pm.

Visitors: Barb Constance on behalf of Janice Constance 75 Golf Pkwy requested a box for a lifeline access key. Sue & Bob Simon, bldg 40, brought petition requesting a non-smoking sign in bldg.1626 Wheeler Road. Rebecca Lynch bldg 4 would like board to consider her for the pool committee. Carol Holt bldg 33, requested May and March minutes. Penny Traiber, Bldg 16 requested to be on pool committee.

May regular minutes were reviewed. Nussbaum made motion to approve with no changes and passed (9-0).

**Treasurer's Report:** Paul Hartwig reviewed budget for end of the fiscal year. Budget variance is very close. No questions.

**Buildings and Grounds:** Dennis Nussbaum, chair. Short meeting at the wall regarding the schedule. Hopes to be done early Aug. (21 days of rain in June created a delay). Committee recommends a second rail to the pool stairway. Bldg 21 wingwalls need replacement. Committee recommends replacing awnings at the same time. Awning removal, repair and professional cleaning is almost as expensive as replacement. (Martin to check into maintenance staff cleaning). Front door project is more than half done. Basement walk-out door will start next. Committee examined common area lighting, Building Resources will take over and make a plan. Nussbaum made a motion to add second hand rail and do wingwalls for Bldg 21, motion passed. (9-0).

**Ad hoc branding committee:** Dennis Nussbaum. Committee has made suggestions for the website, will have two articles in the Northside News. Committee is working on a logo. A document for realtors is being prepared to highlight Cherokee assets.

**Building Resources:** Judy Windschiegel. No meeting. Martin requested committee to pick carpeting for the PowWow room.

**Long Range Planning:** David Lewke, chair. Informal discussions, no meeting.

**Personnel:** Doug Ayers. Ayers requested the accountant to develop a position back-up document detailing his services to us. Martin is still in the process of hiring an administrative staff person. He will meet with the Personnel Committee regarding filling the position. Approved additional hours for the Cherokee webmaster.



**Policy & Rules Committee:** Leslie Starczewski, chair. No meeting.

**Pool Committee:** Paul Hartwig, chair. Committee met, still waiting for new furniture ordered. Standard pool sign needs to be updated to reflect our rules. Committee members have been monitoring the test on Sat. pool rule. Hartwig would like to limit the committee to seven members. Committee would like to do a general survey and include questions from other areas as well. Leslie Starczewski will lead an ad hoc committee on developing a survey.

**Orientation Committee:** Jean Staral, chair. Checked with office on new residents; orientation event will most likely be held in September.

**Northside Planning Council:** Doug Ayers. Northland Manor dog park is on hold due to other projects and funding. Northside United committee will meet on July 30.  
<[www.northsidemadison.org](http://www.northsidemadison.org)> has info on Northside events.

**Manager's Report:** Tom Martin reported. New board list had an error on Lewke's address. Door project is continuing. Retaining wall is moving along, mulching is going in along with plantings and tree trimming/removal. Planting will go in at the end of summer to improve the aging landscaping. There are four foreclosures in action. Financially the association is in good shape for the end of the fiscal year, mostly due to understaffing. Water bills will start to come monthly instead of every six months. The partial audit has started (full audit is done every other year.) The grounds mapping project continues. Cherokee Park Inc has built their last building on Golf Pkwy and would like closure on ownership/responsibility of the road. Currently it is split between Townhouses, Garden condos, the country club and Golfview Condos. Building and Grounds to look at the issue. Cherokee's insurance agency requested a rule for annual cleaning of wood-burning fireplaces for people who use them annually. Policy and Rules will review.

**President's Report:** Doug Ayers reported that he requested Farmers Insurance to give the board an overview of our current insurance. Suggested a reception so the board and staff can meet and get to know each other. Orientation Committee will setup.

**Unfinished Business:** Credit card limits were raised so they will be more practical to use for orders. A large dog waiver was not approved (via phone vote). Annual Minutes will be distributed soon.

**New Business:** Phil Klien will head an ad hoc committee to do a study on assessments (sq footage vs. project). Charter wants to present the Assoc. with proposal for exclusive marketing. Maintenance would like to trade a parking space with a residence for easier access, resident to pay closing cost. Nussbaum made motion to trade 2 parking stalls in bulding 36, resident to pay closing cost, motion passed 9-0. Ayers recieved two letters of "thanks" and shared with the board. Non-smoking sign approved. Life-line kock-box was discussed. Windschiegl made a motion to allow a knox-box to be installed (one per eight units) at the requester's expense, future user's may pay 1/8 of the cost to use it. Motion passed 9-0. Martin to check into a possible renter situation.

**Continued Business:** None.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Aug. 18, 2014.

Motion made and approved to adjourn 9:10 p.m.

Additional Notes from the informal organizational meeting following the June 2014 annual meeting:

Officer elections: motions made and approved (9-0) for the following:

President: Doug Ayers  
Vice President: Dennis Nussbaum  
Treasurer: Paul Hartwig  
Secretary: Jean Staral

Signers (rules require 2 signatures for all funds withdrawal)  
Jean Staral  
Doug Ayers  
Dennis Nussbaum  
Paul Hartwig

Committee Chairs  
Building Grounds: Dennis Nussbaum  
Rules Committee: Leslie Starczewski  
Personnelle: Doug Ayers  
Pools: Paul Hartwig  
Building Resources: Judy Windschegle  
Long Range Planning: Dave Lewke  
Orientation: Jean Staral  
Northside Planning: Doug Ayers

Respectfully submitted,  
Jean Staral, Secretary