

Cherokee Garden Condominium Association Board Minutes-January 20, 2020, 6:30 Regular Board Meeting

Present: Jannis Goodnow, Michael LaForest, Gretchen Wahl, Dave Lewke, Jerry Paulson, Tom Martin, Jackie Bowe, Edna Canfield, and Paul Hartwig.

Absent: Lynn Levy.

President Goodnow called the meeting to order at 6:30 p.m.

Visitor's Comments: Mary Bruenig asked Jerry Paulson to pass along her appreciation to the staff for their good work at snow removal!

Minutes: December 16, 2019 minutes were approved with no changes. Moved, seconded and passed.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve report with no changes.

Building and Grounds: Jannis Goodnow, chair. Committee met on 12/05/2019 to go over final drawings for Bldg.#40 sidewalk. Tom s getting new bids for the cement work. Porch on Bldg.#13 is complete. The mesh screening around the pool fences is still being fabricated. Installation in the immediate future. Stairs at Bldg.#1602 have been repaired.

Long Range Planning: Dave Lewke, chair. No meeting.

Policy and Rules: Jackie Bowe, Chair. Met to clarify rule 5.3 due to a complaint about holiday decorations in outside common areas. Committee recommends adding the following sentence to the end of rule 5.3: "Silent, non-inflatable holiday decorations are permitted in common areas between Thanksgiving and January 15th, provided they are in good condition." Motion made, seconded and passed to accept the Committee's recommendation.

Pool Committee: Paul Hartwig, Chair. No meeting.

Building and Resource: Mike LaForest, chair. Committee met and agreed to continue to inspect garages for improperly stored items. Newsletter will remind residents to clean out parking stalls, and the office will communicate with specific owners if items need to be moved.

Personnel Committee: Jerry Paulson, chair. No meeting.

Orientation Committee: Jackie Bowe and Lynn Levy. No meeting.

Northside Planning Council: Edna Canfield, chair. No meeting.

Manager's Report: Benches will be left out through the winter. Maintenance crew is doing a good job of keeping up with snow removal. Boiler in Bldg. #29 was replaced.

President's Report: Updated CD chart was circulated. The next CD comes due 8/5/2020.

Unfinished Business: None

New Business: None

Board went into executive session at 7:05. Regular meeting reconvened at 7:06. Motion made, seconded and passed to adjourn.

Next Cherokee Garden Regular Board Meeting to be held on Monday, March 16, 2020 at 6:30 at the Clubhouse.

Note: No Board meeting in February.

Cherokee Garden Condominium Association Board Minutes-May 18, 2020 6:30 Board Meeting via Zoom

Present: Jannis Goodnow, Michael LaForest, Gretchen Wahl, Dave Lewke, Jerry Paulson, Tom Martin, Jackie Bowe, Edna Canfield, Paul Hartwig, and Lynn Levy.

Absent: No one

President Goodnow called the meeting to order at 6:30 p.m.

Visitor's Comments: None.

Minutes: January 20, 2020 minutes and May 6th executive session minutes were approved with no changes. Moved, seconded and passed.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve reports from January through April with no changes.

Building and Grounds: Jannis Goodnow, chair. No meeting.

Long Range Planning: Dave Lewke, chair. The committee presented a proposed budget for FY 2020-2021 which would include accelerating the completion of the railing replacement project in FY 20-21 to avoid projected price increase. Due to ongoing maintenance and repair issues with elevators, the committee proposed a \$5.00 per month increase in maintenance fees for the elevator operating fund that was established a few years ago. The increase would apply only to units in elevator buildings. There would be no increase in maintenance fees for units in non-elevator buildings. Motion made, seconded and passed to accept the proposed budget and fee increase.

Policy and Rules: Jackie Bowe, Chair. No meeting.

Pool Committee: Paul Hartwig, Chair. No meeting.

Building and Resource: Mike LaForest, chair. No meeting.

Personnel Committee: Jerry Paulson, chair. No meeting.

Orientation Committee: Jackie Bowe and Lynn Levy. No meeting.

Northside Planning Council: Edna Canfield, chair. No meeting.

Manager's Report: Dane County Public Health Dept. issued an order today that keeps all private licensed pools closed until further notice. Motion made, seconded, and passed to padlock all pool areas and keep Clubhouse closed until further notice. Appropriate signage will be posted.

Summer maintenance employees have been hired, including some rehired from last year.

President's Report: Large public gatherings are still banned, and we do not know what the situation will be in mid-June when the annual meeting usually takes place. Motion made, seconded, and passed to hold the annual meeting by proxy and written ballot only, subject to approval by the Association's attorney.

Unfinished Business: None.

New Business: None.

Motion made, seconded, and passed to adjourn at 7:47 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, June 15, 2020 at 6:30, by Zoom.

Cherokee Garden Condominium Association Board Mtg Minutes- June 15, 2020 6:40 Board Meeting via Zoom

Present: Jannis Goodnow, Michael LaForest, Gretchen Wahl, Jerry Paulson, Tom Martin, Jackie Bowe, Edna Canfield, Paul Hartwig, and Lynn Levy.

Absent: Dave Lewke

President Goodnow called the meeting to order at 6:40 p.m.

Visitor's Comments: None to report.

Minutes: Minutes of May 18, 2020 meeting were approved with no changes. Moved, seconded and passed.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve May report with no changes.

Committee Reports: No meetings; no reports.

Manager's Report: Motion was made, seconded and passed by the Board to authorize Tom to open the pools on May 31, following the required guidelines by Dane County.

President's Report: CD is coming due in early August. We will address options at next month's meeting.

Unfinished Business: None.

New Business: Election of Officers: President-Jannis Goodnow. Vice-President-Jerry Paulson. Treasurer-Paul Hartwig. Secretary-Gretchen Wahl. Committee chairs remain the same.

Building Resource: Mike LaForest

Building & Grounds: Jannis Goodnow

Long Range Planning: Dave Lewke

Northside Planning Council: Edna Canfield

Orientation: Lynn Levy & Jackie Bowe

Personnel: Jerry Paulson

Policy & Rules: Jackie Bowe

Pool: Paul Hartwig

Goodnow asked that committee chairs notify her of committee members prior to July board meeting.

Motion made, seconded, and passed to adjourn at 6:50 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, July 20, 2020 at 6:30 via Zoom.

Cherokee Garden Condominium Association Board Mtg Minutes- July 20, 2020 6:30 Board Meeting via email

Present: Jannis Goodnow, Jerry Paulson, Paul Hartwig, Gretchen Wahl, Jackie Bowe, Edna Canfield, Michael LaForest, Dave Lewke, Lynn Levy, Tom Martin.

Absent: No one.

President Goodnow called the meeting to order at 6:30 p.m.

Visitor's Comments: None to report.

Minutes: Minutes of June 15, 2020 meeting were approved with no changes. Moved, seconded and passed.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve June report with no changes.

Committee Reports: Mike LaForest: Building Resource Committee inspected all buildings and garages and will submit a report and list of potential work items to Tom.

Manager's Report: The association operations ended the fiscal year in good shape, ending ahead of budget \$28,054.54.

We hoped to complete a Capital Project, decks on Golf Course Road, in the spring of 2020. The project was delayed due to difficulties caused by COVID-19 in obtaining engineering plans and scheduling contractors. We will carry over the work into this new fiscal year.

So far all staff and their families are healthy, and we are taking precautions such as limiting social interactions, offsetting lunch breaks, wearing masks in the office and when indoors when on site to the fullest extent possible. It has been a little more stressful than normal for them handling trash and cleaning up behind owners in the hallways, elevators, and pools. We hope owners are taking proper precautions.

We have ordered new ladders for the Wheeler pool. Our disinfecting wipe stations for both pools took 6 weeks to arrive but seem to be working fine. The staff is doing daily disinfecting of touch surfaces, including on weekend. Many condominium associations have not opened any common facilities.

The weather has been hot and wet which contributed significantly to plant growth and weed growth in particular. Due to the wet weather the tree contractor is a little behind on removals. It saves us quite a bit of cost to

have them go in with their boom truck for removals, especially in tight areas close to or above buildings.

The rainfalls have caused a few leaks, mainly on buildings nearing roof replacement and a few foundation issues. We are working on making and coordinating repairs.

Our roofers are finalizing costs for roofs to be done this year and we will be starting later this summer. We will also be getting costs for the 2021 roof replacements. We are looking into different products for shingles and underlayment to extend the life of the new roofs and make them more hail resistant.

We are painting and weatherproofing some of the stucco buildings on Golf Course Road. We washed them and are sealing cracks in the stucco in preparation for the painters.

President's Report: Goodnow moved to reinvest a CD, maturing on August 5th at Summit, in a CD at Bank of Sun Prairie for 12 months at 0.75%, which unfortunately is the best rate available. Seconded and passed.

Unfinished Business: None.

New Business: None.

The Board went into Executive Session at 6:47 and returned to regular session at 6:50.

Motion made, seconded, and passed to adjourn at 6:50 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, August 17, 2020 at 6:30 via Zoom.

Cherokee Garden Condominium Association Board Minutes- August 17, 2020 6:30 Board Meeting via Zoom

Present: Jannis Goodnow, Michael LaForest, Gretchen Wahl, Dave Lewke, Jerry Paulson, Tom Martin, Jackie Bowe, Edna Canfield, Paul Hartwig, and Lynn Levy.

Absent: No one

President Goodnow called the meeting to order at 6:30 p.m.

Visitor's Comments: Resident asked Board member to share a concern re: new resident using patio door to enter and leave building.

Minutes: Minutes from June and July were tabled for approval until next meeting.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve report with no changes.

Building and Grounds: Jannis Goodnow, chair. Committee met via Zoom. The Association is getting bids for new roofs on buildings scheduled for replacement yet this year. Thebco's new owners have not been pleased with current manufacturer's responses to warranty claims. Thebco is considering changing manufacturers and will make samples available for Board's review.

Long Range Planning: Dave Lewke, chair. No meeting.

Policy and Rules: Jackie Bowe, Chair. No meeting.

Pool Committee: Paul Hartwig, Chair. No meeting.

Building and Resource: Mike LaForest, chair. Committee has finished inspection of all buildings and has forwarded suggested action items to the office.

Personnel Committee: Jerry Paulson, chair. No meeting.

Orientation Committee: Jackie Bowe and Lynn Levy. Jackie and Lynn will confer with Tom to plan the best way to pass needed info on to new residents, possibly via Zoom.

Northside Planning Council: Edna Canfield, chair. Two new housing developments have been proposed between Packers and Sherman, one to consist of single and multi-family homes and the other to consist of affordable housing. A local committee has formed to review the proposals.

Manager's Report: Weather permitting, the pool will remain open through the week after Labor Day.

President's Report: A CD that came due at Summit Credit Union was cashed in and reinvested at The Bank of Sun Prairie for .75% for one year.

A resident has again inquired about the Association paying for the installation of a pool lift. She was informed a few years ago that under the law, the persons wanting the lift must pay for the lift and its installation but, thereafter, the Association would have the responsibility to maintain. Motion was made for the Association to pay for the lift and installation; motion failed for lack of a second.

Unfinished Business: None

New Business: None

Motion made, seconded, and passed to adjourn at 7:19 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, September 21, 2020 at 6:30 via Zoom.

Cherokee Garden Condo Association Board Meeting
21 Sep 2020
Zoom Meeting

Present: Goodnow, Lewke, Paulson, Bowe, Canfield, Levy, Martin

Excused: Hartwig, Wahl, LaForest

Visitors: Barbara Evans, Mary Paulson, Joanie Kanter, Karen Gunderson

Meeting called to order by President at 6:30 p.m.

Visitors Comments: Mary Paulson addressed the Board regarding issues at the pool over the summer.

Minutes: The minutes from July and August were moved, seconded and passed (MSP).

Treasurer's Report: Hartwig was excused and the Report will be reviewed at the next meeting.

Committee Reports: Building and Grounds: Goodnow, Chair. No meeting, but Jannis reported that windows were on display at the Clubhouse from Thebco as they are possibly getting a new manufacturer. This will be discussed at the next meeting.

Long Range Planning: Lewke, Chair. No report.

Policy and Rules: Bowe, Chair. No report.

Pool: Hartwig, Chair. No report but a meeting will be held prior to next Board meeting. Some issues that occurred over the summer were discussed.

Building Resource: LaForest, Chair. No report.

Personnel: Paulson, Chair. No meeting.

Orientation: Bowe and Levy, Co-Chair. No meeting but discussion over small groups of new residents via Zoom. If new residents are unable to attend a Zoom meeting, possibly one on one. Levy reports that her calendar is pretty crowded for October so they may try to set up something in November.

Northside Planning: Canfield, Chair. Nothing to report.

Manager's Report: Additional discussion on window replacements. Buildings 1 and 29 will be getting new roofs. Building 1 begins tomorrow. Building 29 is also looking at a remodel on the common areas of their building. Water heater replacements for 2 heaters under warranty were replaced free but the fees for installing were not. Should owners in these buildings cover the

cost or should the Association absorb the cost. Matter to be discussed and decision to be made at next meeting.

President's Report: A CD is up for roll over or replacement but the interest rates were checked and not favorable. MSP to authorize Goodnow to check around for a favorable rate and make a decision on the roll over.

Old business: Dave Lewke asked about the status of the proposed new water feature to be visible from Wheeler Rd. Funds had been budgeted last year, carried over to this year. Will be addressed at next board meeting.

New business: It was mentioned that political signs have been appearing on lamp posts in a couple of areas. This is against policy and any Board member may remove them.

MSP to adjourn at 7:40 p.m.

Next meeting to be held on Monday, October 19 2020 at 6:30 p.m. via Zoom.

Cherokee Garden Condominium Association Board Mtg Minutes- October 19, 2020 6:30 Board Meeting via email

Present: Jannis Goodnow, Jerry Paulson, Paul Hartwig, Gretchen Wahl, Jackie Bowe, Michael LaForest, Dave Lewke, Lynn Levy, Tom Martin.

Absent: Edna Canfield.

President Goodnow called the meeting to order at 6:30 p.m.

Minutes: Minutes of September 21, 2020 meeting were approved with no changes. Moved, seconded and passed.

Treasurer's Report: Paul Hartwig, chair. Tom notes that at the end of the first quarter of our budgeting year, we are \$197 over budget on expenses of \$432,935, primarily due to cool weather. Moved, seconded and passed to approve report with no changes.

Committee Reports: No meetings or reports.

Manager's Report: Pool lift: A unit owner has requested that a pool lift be installed in the "new" pool next Spring, at the owner's expense, by Badger Swim Pools. The Association will allow the installation at the owner's expense and thereafter maintain the lift at the Association's expense. Related issues may be addressed in executive session after legal consultation.

President's Report: A large CD is coming due in November at Waunakee Community Bank. Unfortunately, rates are very low now and are expected to remain so for some time.

Unfinished Business:

New water feature: Tom is scheduling a meeting with McKay to review and re-quote the project that was budgeted for last year. Tabled until Tom has that information for Board's review.

Thebco windows: Moved, seconded, and passed (approve: 7; abstain:1) to give Thebco the okay to use the new manufacturer who will have better service and warranty resolution than current manufacturer.

New Business:

Water heater warranty replacement: Unit owners in two buildings have been special-assessed for the costs of installing new water heaters. The new heaters have had to be replaced due to issues covered by warranty. While the replacement heaters were covered by the warranty, the installation costs

were not. Moved, seconded, and passed that the Association, not the unit owners, should pay for the plumbing repairs to install the replacement heaters.

An estate, which owns 1410-F, wants to sell the unit's third parking space to the Association for the assessed value of \$2,000. The Association has the right of first refusal. Moved, seconded, and passed (approve: 7; abstain: 1) to purchase the space for \$2,000. Tom notes that it can be used for equipment storage, rented out, or resold.

Adjourned at 6:50 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, November 16, 2020 at 6:30 via Zoom.

Cherokee Garden Condominium Association Board Minutes Monday, November 16, 2020 6:30 Board Meeting via Zoom

Present: Jannis Goodnow, Gretchen Wahl, Dave Lewke, Jerry Paulson, Tom Martin, Paul Hartwig, and Lynn Levy.

Absent: Jackie Bowe, Edna Canfield, Mike LaForest

President Goodnow called the meeting to order at 6:36 p.m.

Visitor's Comments: None

Minutes: No formal October meeting. Approved the record of decisions made by email in the month of October.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve report with no changes.

Building and Grounds: Jannis Goodnow, chair. No meeting.

Long Range Planning: Dave Lewke, chair. No meeting.

Policy and Rules: Jackie Bowe, Chair. No meeting.

Pool Committee: Paul Hartwig, Chair. Paul spoke with each committee member regarding any issues that may have arisen with the pools this past summer. No major issues were reported.

Building and Resource: Mike LaForest, chair. No meeting.

Personnel Committee: Jerry Paulson, chair. No meeting. Jerry and Tom will confer regarding alternatives to an in-person staff holiday party.

Orientation Committee: Jackie Bowe and Lynn Levy. Nothing planned until Spring for personal contact. Zoom meeting may be explored as a possible way to reach out to new residents sooner.

Northside Planning Council: Edna Canfield, chair. No report.

Manager's Report: A watermain break on Golf Course Rd. was repaired in a timely fashion with the cooperation of staff and residents. Staff has been addressing issues in common areas

reported by the Building Resource committee. The coping around the Wheeler Rd. pool is failing. A motion was made, seconded and passed to fund the repair from the Capital Fund during this fiscal year so the repair can be done before the pool opens in 2021.

President's Report: A CD consisting of segregated capital funds matured at Waunakee Bank on 11/5/2020. Those funds were moved into our segregated capital money market account at Waunakee Bank for now, as the money market rate is currently higher than available CD rates.

Unfinished Business: None

New Business: None

Motion made, seconded, and passed to adjourn at 7:57 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, December 21, 2020 via Zoom.

Cherokee Garden Condominium Association Board Minutes
Monday, December 21, 2020 6:30 Board Meeting via Zoom

Present: Jannis Goodnow, Gretchen Wahl, Dave Lewke, Jerry Paulson, Tom Martin, Mike LaForest, Jackie Bowe, and Lynn Levy.

Absent: Edna Canfield and Paul Hartwig.

President Goodnow called the meeting to order at 6:32 p.m.

Visitor's Comments: None

Minutes: Approval of November 16 minutes will be tabled until next meeting.

Treasurer's Report: Paul Hartwig, chair. Moved, seconded and passed to approve report as written with no changes.

Building and Grounds: Jannis Goodnow, chair. No meeting.

Long Range Planning: Dave Lewke, chair. No meeting.

Policy and Rules: Jackie Bowe, Chair. No meeting.

Pool Committee: Paul Hartwig, Chair. No meeting.

Building and Resource: Mike LaForest, chair. No meeting.

Personnel Committee: Jerry Paulson, chair. Party for the staff was given without Board members present at Cherokee office building. Gift cards were distributed.

Northside Planning Council: Edna Canfield, chair. No report. Edna has submitted her resignation, which was accepted by the board. The Board thanked Edna for her service.

Orientation Committee: Jackie Bowe and Lynn Levy. No meeting. Email will be sent to new residents to pole interest in a new resident zoom meeting.

Manager's Report: On track for the heat usage for the year. The staff remains healthy, for which we are grateful.

President's Report: Next CD is due in early March. Three people have expressed an interest in fulfilling the term which Edna Canfield has resigned. The Board has requested a brief bio from each of them, to be reviewed in at the January 2021 meeting.

Unfinished Business: None

New Business: None

Motion made, seconded, and passed to adjourn at 6:53 p.m.

Next Cherokee Garden Regular Board Meeting to be held on Monday, January 18, 2021 at 6:30 via Zoom.