

**Cherokee Garden Condominium
Board Minutes Jan. 19, 2015 – 6:30 Regular Board Meeting**

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

Absent: AJ Harrison, Paul Hartwig,

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

Visitors: Nancy Wild expressed concern about low sales prices for the condos. It will be referred to the resource committee.

Minutes were approved with a correction to the “next meeting date”. Nussbaum moved to approve (6-0) with the change.

Treasurer’s Report: Ayers reviewed budget. We are close to the budget, a little over on heating but the recent weather will help bring it close to budget.

Buildings and Grounds: Dennis Nussbaum, chair. Nussbaum presented several issues for discussion. 1) Wall behind building 16. Nussbaum made a motion to accept the bid from McKay to replace the wall behind building 16 at an approximate cost of \$43,846 (Tom to work with McKay to determine a schedule, stone color, and other details). Motion approved 6-0. 2) Committee options for organic options for lawn care. Nussbaum made a motion to combine organic fertilization with reduced applications of weed killer at a cost of \$10,950 (increase of \$3625) for two seasons and then review the results before deciding to extend the organic contract. Motion approved 5-1. 3) Nussbaum made a motion to accept Trugreen proposal to treat 100 ash trees at a cost of \$6500 (two years of treatment). Motion approved 6-0. 4) Nussbaum made a motion that Martin develop a variety of options to consider for the replacement of wing-wall and wooden stairs that lead to building 36 so the board can determine proper action. Motion approved 6-0.

Building Resources: Judy Windschiegel chair, no meeting. Designer is developing style suggestions for updating/enhancing entryways and will meet with committee this month.

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

Personnel: Doug Ayers. No meeting.

Policy & Rules Committee: Leslie Starczewski, chair. No meeting. Discussed outstanding issue of a request for a “no smoking building” sign. Currently the board will approve a no smoking building if 100% of the owners sign off on it with the knowledge that it is not enforceable by the Association. Also, new rules will be printed and distributed in spring. New ones will be placed on the bulletin board this month. They are always up-to-date and available on the website.

Pool Committee: Paul Hartwig, chair. No meeting.

Orientation Committee: Jean Staral, chair. No meeting.

Northside United (NU): Doug Ayers. Northside United is working on and publicizing the Race Equity Forum. Ayers accompanied Alderperson Weir to a meeting with the Parks Dept. regarding the proposed

dog park at Northland Manor (west end of Wheeler Rd.) Madison Parks Dept. is developing standards and will review sites, including Northland Manor.

Manager's Report: Tom Martin hired an office assistant; maintenance had time to update the work area. Also filled cleaning position. Computerized mapping of the grounds is continuing. Also developing work manuals. Martin is also examining a phone system; computer systems; scanning older files etc. to update the office. Had reports of condensation leaks in sky-lights, these are not roof leaks but condensation from the sky-light when the weather is very cold. So far there have been no freeze ups in the pipes. Discussed the short power-outage and two elevators that needed to be reset.

President's Report: Ayers requested an easel for the meeting room with paper for meetings. He also reported a parking issue, which Martin will follow up on.

Unfinished Business: None.

New Business: None.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, February 17, 2015

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

Respectfully submitted,
Jean Staral, Secretary

**Cherokee Garden Condominium
Board Minutes Feb 16, 2015 – 6:30 Regular Board Meeting**

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

Absent: Doug Ayers, Jean Staral

Vice President Nussbaum called the meeting to order at 6:32 pm.

Visitors: None

Minutes were approved. Motion by Lewke approved (7-0)

Treasurer's Report: Hartwig – Budget on schedule, we are a little over in heating costs but overall very close to budget.

Buildings and Grounds: Dennis Nussbaum, chair. No meeting

Ad hoc branding committee: Dennis Nussbaum. No meeting.

Building Resources: Anonymous letter received. Committee checked out the issues that may have presented a hazard. No hazards found.

Should develop a plan to paint or lighten the basements in a number of buildings. Got info from Silver Leaf on the decorating suggestions for common hallways. Judy presented four paint options that include accent wall. Options also include an updated light fixture. Per Tom, Building Resource should have a small budget added to the 2015-16 budget to help with small fixes that the committee recommends for obtaining samples, e.g., changing the light fixture or small projects deemed necessary.

The goal of the committee is to give a more modern look to the common areas and make condos more attractive to potential buyers. Building Resource will go around to determine need. Paint options will be expanded to include more colors that will coordinate with carpet samples. The added colors will be in addition to the standard Cherokee Cream, and Vanilla Bean options. They will also be considered standard colors and paid for by association during hallway remodeling.

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. Tom requested and received a link from our pool equipment supplier and will forward the link to Paul for reviewing new pool equipment to include in budget if the committee decides to add any furniture in 2015-16.

Orientation Committee: Jean Staral, chair. No meeting.

Northside United (NU): Doug Ayers.

Manager's Report: Josh Schafer our tree arborist had another new opportunity and took another job. Replacing him may be difficult. Tom thought for now we could get a tree service to come in a few times a year to do the big pruning jobs. Josh came into our association at a very critical time, and enabled us to get caught up on major tree pruning and he was very much appreciated.

An updated set of rules and the dates for fertilizing for 2015 were placed on all bulletin boards. Fertilizer schedules will also be sent out as an email when time is near.

Tom will incorporate attorney suggestions and send to Cherokee Park, Inc. for the lease of the maintenance building. Also want to know if there is a provision for renewal, the proposed lease is 5-years, consider renewal option for 10-years.

No final on the road agreement for future repairs on Golf Parkway, CPI is preparing an agreement.

We may work with Cherokee Country Club to offer a few coupons or other incentives to owners at the annual meeting to get our numbers up at the meeting or even to fill out a proxy. Tom will follow up. Committee chairs and members need to get out vote. We need to get more participation.

President's Report: Nussbaum: Change of assessment Rule #12 – Rules committee will consider.

Unfinished Business: None.

New Business: None.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, March 16, 2015.

Motion made and approved to adjourn 7:45 p.m.

Respectfully submitted,
Leslie Starczewski, Chair, Rules Committee

**Cherokee Garden Condominium
Board Minutes March 16 2015 – 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: None

Minutes were approved no corrections. Motion by Nussbaum approved (9-0)

Treasurer's Report: Hartwig – eight months complete, budget on schedule. Explained a change to tax laws governing capitalization. Accountant recommended a policy change to conform to the new laws and which is to the Associations benefit. Hartwig made a motion to adopt the policy change so that items under \$5000 will be expensed and items over \$5000 will be Capitalized. Motion passed 9-0.

Buildings and Grounds: Dennis Nussbaum, chair. (see notes) Met to discuss wingwalls bldg. 36 and reviewed three options. Maintenance will check below the frost line to see if there is any damage before deciding. Also reviewed options for the steps in front of bldg. 36; recommended replacing the wooden steps with cement. Nussbaum made a motion to approve cement replacement, passed 9-0.

Bldg 12, 13, 14 and 15 have sagging screen porches above the garage doors which will need to be addressed. They are currently suspended by a rod from top (later condos (16 and later) are built with a concrete beam under the bottom). Committee is researching codes, options and recommendations for payment, etc. The issue has been referred to Buildings/Grounds and Rules for review. Had a complaint of parking on Golfview Rd. where it is a fire lane. Maintenance will send a letter to residents, police will enforce because it is a fire lane. An unknown person soliciting information gained access to the basement of Bldg 4 and escorted out – residents letting people in remains a problem.

Ad hoc election committee: Martin suggested a committee to start planning on getting out proxies and quorum issues.

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

Personnel: Doug Ayers. No meeting.

Policy & Rules Committee: Leslie Starczewski, chair. Rule 12.4 on assessments was changed to reflect the policy change made in January. Starczewski made a motion to amend the rules to institute the change, motion passed 9-0.

Pool Committee: Paul Hartwig, chair. No meeting.

Building Resource: Judy Windschiegl, chair. No meeting. Nussbaum suggested redoing a building with bad lighting with the improved lighting suggested by the designer as a pilot and show case.

Orientation Committee: Jean Staral, chair. Will plan an orientation meeting for April.

Northside United (NU): Doug Ayers. Missed monthly meeting due to conflict.

Manager's Report: Martin stated he is finalizing summer staff and begin the outside work. Maintenance is doing some patching and some painting in basements. Martin stated many of the buildings in 1-23 are due for painting soon. Maintenance is painting building 10 this month. Maintenance is prepping for the wall repair behind bldg 16. The newsletter went out with a new design by Sarah and was well received. Martin is preparing the budget with the accountant.

President's Report. Ayers suggested hiring a paper shredding company to come to the Association to provide a one time service for the residents. Martin will obtain costs.

Unfinished Business: None.

New Business: Budget meeting.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, April 20, 2015.

Motion made and approved to adjourn 7:55 p.m.

Respectfully submitted,
Jean Staral, Secretary

**Cherokee Garden Condominium
Board Minutes April 20, 2015 – 6:30 Regular Board Meeting**

Present: Doug Ayers, Ralph Brown, Dave Lewke, Dennis Nussbaum, Leslie Starczewski, Judy Windschieg, AJ Harrison and Tom Martin, General Manager

Absent: Paul Hartwig and Jean Staral

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

Visitors: Sylvia Shultz and Arlene Luke, Building 1

Visitor Comments: Arlene requested maintenance take a look at painting and carpentry repairs required on the east end of Building#1. Sylvia asked if the second floor door could be repainted in the hallway and a shrub replaced by the front door that had winter damage. Tom will look into these items and schedule needed repairs.

Minutes: The 3-16-15 minutes were approved with the following correction. Under building resources the minutes should have stated the association would try a new led light fixture in the common hallways in Building 21 as a test to see how it performs. Motion made seconded, minutes approved (7-0).

Treasurer's Report: Ayers – The budget is on track with most items close to budgeted amounts. Doug also reported that he and Dennis Nussbaum made a temporary fund transfer to cover the initial up front cost of the four roof replacements scheduled this spring, building 24,25,26 and 27. The funds will be paid back after the roof replacements.

Buildings and Grounds: Dennis Nussbaum, chair. No meeting. Tom reported on follow up items related to the previous Building and Grounds meeting. Tom indicated the staff dug up the footing at 1616 last week to see if the wing wall foundation was cracked at the request of the Board. No cracking was found so the committee recommendation was to repair the brick walls and cap with proper stainless steel flashing and a natural stone cap as discussed at their previous meeting and agreed on by the Board. The wooden sidewalk steps will also be replaced in front of building 36 with concrete steps. The wall behind building 16 is scheduled to begin as soon as the contractor's schedule allows, but it is still several weeks out. Tom also met with Wisconsin Building Supply's architect to create a design and materials list for bidding purposes to replace suspension style porches on Buildings 12-15, the porch areas are above the garage doors. Dave Lewke also requested we look into replacing a few locks on Wheeler Road buildings due to deteriorating finish and attempting to match the new hardware.

Building Resources: No Meeting. Judy Windschieg indicated building 21 and 39 are looking at some hallway improvements soon. Judy indicated she found a very good affordable fixture for the LED test lights.

Discussion ensued on improving lighting to take advantage of new LED lights and eliminating the inefficient incandescent bulbs in some of the common hallways and to seek rebates if available.

The Board asked the committee to look into finding some replacement chairs for the Pow Wow room to incorporate in the next budget.

Long Range Planning: David Lewke, chair. No meeting. The committee will work with Tom to prepare an updated plan in June. A number of items on in the capital Fund were rescheduled to comply with the cap on spending relating to the replacement of the retaining wall behind building 20 in 2014.

Personnel: Doug Ayers. Personnel Committee reviewed several different options for salary compensation in the upcoming year. The committee made various recommendations for the staff compensation for April 20, 2015, Board Minutes (to be approved at next meeting).

2015-16. Motion was made and seconded and approved to follow the committee's salary adjustment recommendations, vote (7-0). The Board also agreed to renew the present health insurance plan with Unity. Motion made, seconded and approved, vote (7-0).

In the upcoming year the committee will be working on reviewing job duties and exempt status to ensure compliance with pending regulations.

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

Pool Committee: Paul Hartwig, chair. No meeting. Tom indicated the older pool needs new lounge chairs and some funds will be incorporated in the 2015-16 budget to find some replacement lounge chairs.

Orientation Committee: Jean Staral, chair. Tom reported that a meeting is scheduled with new owners on May 13th at Cherokee Country Club at 6:30 pm.

Northside United (NU): Doug Ayers. Doug reported Northside Unity is an ad-hoc committee that is dealing with various racial issues in Madison and is very active. Doug also reported due to financial constraints NPC eliminated the Executive Director position. If owners want more information about what is happening on the Northside they should go to the NPC website at northsideplanning.com.

Manager's Report: Tom read a letter from a prospective buyer who was requesting a variance for her oversized 12 year old companion dog. The dog exceeds the size allowance (yellow lab). The Board confirmed the rules related to pet size are very clear and since the dog is not an actual registered service dog the request was declined.

Tom reported dates for fertilizing for 2015 were placed on all bulletin boards. The first fertilizer application is scheduled for April 30th. Trugreen fertilizer schedules will also be sent out as an email when time is near for anyone on our email list.

Tom reported CPI is still waiting for their attorney to prepare language for future repairs on Golf Parkway, the maintenance road to the shop and an updated building lease.

Tom reported a fire door is being special ordered in 1446 hallway due to damage near the hinge of the door.

Tom reviewed the preliminary budget plans with the Board for the upcoming 2015-16 fiscal year. The budget is capping the Capital Fund as directed in 2014. The overall operating budget is fairly flat with most of the line items near the 2014-15 level. There is a modest heating cost increase above the 2014-15 budgeted amount but we are still waiting to get a few more costs entered into the system before it can be finalized. A budget-planning meeting will be scheduled with the Board the week of May 13th, date and time TBD.

President's Report: Doug Ayers,

Doug read a resignation letter to the Board from A.J. Harrison, 95-G effective 6-1-15. Doug and the rest of the Board thanked A.J. and expressed their sincere gratitude for his service to the association.

Doug reported our alderperson Anita Weier's last day is tomorrow and the new 18th district alderperson is Rebecca Kemble. Doug expressed thanks to Anita for representing our neighborhood.

Doug reported that he and Tom Martin went to the informational meeting with MPD regarding the release of a sex offender who is returning home to the Northside on 4-21-15. We posted the information on each bulletin board in an effort to keep the neighborhood informed.

Unfinished Business: None.

New Business: A suggestion was made at the last meeting to look into costs for a Cherokee "Shred it" document shredding day and it was decided it was a little too costly to implement.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, May 18th, 2015.

Motion made and approved to adjourn 8:25 p.m.

Respectfully submitted,

Tom Martin
General Manager

**Cherokee Garden Condominium
Board Minutes May 18, 2015 – 6:30 Regular Board Meeting**

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

Absent: Dave Lewke,

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

Visitors: None

Minutes were approved no corrections. Motion by Brown approved (8-0)

Treasurer's Report: Paul Hartwig reviewed the budget, everything is on target.

Buildings and Grounds: Dennis Nussbaum, chair. Met last week: bldg. 36 will use current bricks to rebuild wingwalls, steps to start soon. Wall behind bldg. 16 to start in June. Roofs on 24, 26 are done and 27 is underway. Lease on maintenance building and Golf Pkwy are being reviewed. Buildings and Grounds will handle plans to redo porches on bldgs. 12 to 15 and will start with estimates and discussion.

Ad hoc election committee: Nussbaum suggested board members put out reminders and speak with neighbors to get proxies and attendance at the annual meeting. This year the board will also give out door prizes to both attendees and those who send proxies.

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

Personnel Committee: Doug Ayers. No meeting.

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

Pool Committee: Paul Hartwig, chair. Both pools will be open to children under 16 all day Sat. Committee will continue to monitor use and complaints. Change to be announced on signs, newsletters, and basement boards. Committee is also reviewing furniture needs. Maintenance has the pools cleaned and ready to run.

Building Resource: Judy Windschiegel, chair. Met with building 39 for redecorating common area. Building 21 is ready but will wait until the wall work is finished.

Orientation Committee: Jean Staral, chair. Orientation meeting was held second week of May at the country club and was well attended.

Northside United (NU): Doug Ayers.

Manager's Report: Pools will open this weekend. Some summer help has started. Roofing is going well.

President's Report: AJ Harrison resigned early for health reasons, David Lewke has agreed to fill the vacancy. Nussbaum made a motion to accept Lewke to finish the term, passed 8-0.

May 18, 2015, Board Minutes (to be approved at next meeting).

Unfinished Business: None.

New Business: Board reviewed the new budget with Martin. Operations are under control, some new projects need to be added. Committee recommends a \$4.00 fee increase per unit. One dollar of the \$4.00 increase is dedicated for operations, \$3.00 is to be added to the capital fund. Hartwig motioned that we approve the budget as presented with the \$4.00 monthly increase equally to all fees. Discussion followed, money is need to keep up the property in order to keep up with other real estate properties and to ensure the property values are maintained. Motion passed 7-0.

The next meeting is the Cherokee Annual Meeting June 14, 2015.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, July 20, 2015.

Motion made and approved to adjourn 7:48 p.m.

Respectfully submitted,
Jean Staral, Secretary

Cherokee Garden Condominium
Board Minutes July 20, 2015 – 6:30 Regular Board Meeting

Present: Doug Ayers, Ralph Brown, Janice Goodnow; Paul Hartwig, Dave Lewke, Jean Staral, Leslie Starczewski, Judy Windschiegel, Carol Wisener, and Tom Martin, General Manager

Absent: none

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

Visitors: Jackie Bowe, bldg. 17 requested information about being on committees.

The board received the resignation of Dennis Nussbaum as of June 15, 2015. Ayers made a motion to appoint Carol Wisener fill the unexpired term of Nussbaum, motion was seconded and approved (9-0).

Minutes: Starczewski made a motion to approve May minutes with no corrections. Motion approved (9-0).

Treasurer's Report: Paul Hartwig reviewed the end-of-year the budget. Budget had a positive variance.

Buildings and Grounds: Janice Goodnow, chair. Bldg 36 wing wall replacement is starting soon, the stairway is complete, waiting for custom railing. Bldg 16 retaining wall is complete. Bldgs. 24, 25, 26 and 27 roofs are finished. Bldgs.12-15 porch reconstruction is in the planning stage. Bldg 1-23 insurance has suggested open porch railings be upgraded from 6 in to 4 in spans to match code. Building and Grounds will research options.

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

Personnel Committee: Doug Ayers. No meeting.

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

Pool Committee: Paul Hartwig, chair. No meeting. Reported committee has been monitoring the Sat. hours at the pool, no incidents.

Building Resource: Judy Windschiegel, chair. No meeting. Bldg 39 has finished updating. Bldg 5 has requested updating.

Orientation Committee: Ralph Brown, chair. No meeting. Will be scheduled in September.

Northside United (NU): Doug Ayers. No news on the Northland Manor dog park.

Manager's Report: Martin reported staff is trimming and replacing plants and trees; some wind damage from a recent storm; ash trees were treated. The association completed the trade of a parking space in building 36, this was approved previously. Tom discussed scheduling the trade of another parking space in building 7 with a resident. Tom will arrange scheduling this with the owner, this too was previously approved. Problem reported on water valves in a garage that could not be turned off for work in the unit, this is a problem in the older buildings. There is a question of who is responsible because the rules and the bylaws are unclear. Question was referred to the Rules ad hoc committee for research and recommendations. Martin instructed new board members on the emergency contact procedure.

July 20, 2015, Board Minutes (to be approved at next meeting).

President's Report: Shop maintenance building lease is signed. Agreement with the Townhouses is renewed. Still looking for new chairs for the PowWow room – resources will check on options. Annual meeting went fine 363 present in person and by proxy. Ayers put new signers on the bank records for financial records. Maintenance is continuing work on updating fire alarms.

Unfinished Business: None.

New Business: Carol Wisener brought up a problem with the parking on Golf Course Rd, which Martin will follow up on.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Aug 17, 2015.

Motion made and approved to adjourn 8:05 p.m.

Respectfully submitted,
Jean Staral, Secretary

Cherokee Garden Condominium

Board Minutes Aug 17, 2015 – 6:30 Regular Board Meeting

Present: Doug Ayers, Ralph Brown, Janice Goodnow; Paul Hartwig, Dave Lewke, Jean Staral, Leslie Starczewski, Judy Windschiegel, Carol Wisener,

Absent: Tom Martin, General Manager

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

Visitors: Jackie Bowe, Bldg 17 presented a letter from several people regarding some incidents at the white (or new) pool. Terry Healy Lemke, Bldg 17 read the letter detailing multiple rules that were broken. Several others came in support of more enforcement of the rules at the pool. Casey Healy 1630 wheeler, from the corner of Wheeler and Sherman, there are many areas with trees overhanging the sidewalk; will be referred to maintenance.

Aug. Minutes: Goodnow made a motion to approve with no corrections. Motion approved (9-0).

Treasurer's Report: Paul Hartwig reviewed the one-month budget. Budget seems to be on track.

Buildings and Grounds: Janice Goodnow, chair. No meeting.

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

Personnel Committee: Doug Ayers. No meeting.

Policy & Rules Committee: Leslie Starczewski, chair. No meeting. Still working on comparing the rules with the bylaws.

Pool Committee: Paul Hartwig, chair. No meeting. Discussion continued regarding managing problems at the pool. Discussed monitoring. Discussed that all owners have the right to enforce the rules. Owners are responsible for guests and may be fined for infractions.

Building Resource: Judy Windschiegel, chair. Committee has been inspecting all buildings and made notes for maintenance, especially poor lighting. Will have a summary at the next meeting.

Orientation Committee: Ralph Brown, chair. No meeting. Orientation for new owners will be Sept. 9, 2015 at Cherokee Country Club.

Northside United (NU): Doug Ayers. Has a new Director, Abha Thakkar.

Manager's Report: No report.

President's Report. Building 16 had an owner who needed care on a regular basis, many people had keys but are no longer needed; maintenance will review rekeying the building.

Unfinished Business: None.

New Business: None.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Sept 21, 2015. The board will do a tour of the grounds with Martin from 5:30 – 6:30.

Motion made and approved to adjourn 7:41 p.m. Respectfully submitted,
Jean Staral, Secretary

Aug 17, 2015, Board Minutes (to be approved at next meeting).

Cherokee Garden Condominium

Board Minutes Sept 21, 2015 – 6:30 Regular Board Meeting

Present: Doug Ayers, Ralph Brown, Janice Goodnow; Paul Hartwig, Dave Lewke, Jean Staral, Judy Windschiegel, Carol Wisener, and Tom Martin, General Manager

Absent: Leslie Starczewski,

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

Visitors: 15-20 Visitors in attendance

Numerous owners attended the meeting to report serious issues with a resident that has caused disturbances to other owners. Unusual traffic, loud noise and other issues were reported to the police and management. Tom Martin indicated the owner of the unit has been notified that the disruptive behavior must cease immediately or the association will begin action on the unit owner. This can include fines and court action if the behavior persists. The unit owner is taking immediate action to resolve the problems. Owners in attendance were asked to report any new problems immediately, if observed. Tom Martin will also continue to follow up with the unit owner and or police to assure compliance.

August Minutes: Motion to approve with no corrections. Motion approved (8-0).

Treasurer's Report: Paul Hartwig went over the report. Everything is on track. The biggest variances are a matter of timing. Ayers is watching CD rates for some that are coming due.

Buildings and Grounds: Jannis Goodnow, chair. Bldg 36, stairway and railing finished, wingwalls almost finished. Bldg 16 retaining wall is done. Lease is signed for the maintenance bldg., and a maintenance agreement has been signed with the town houses. For safety purposes, our Insurance Co is encouraging the Association to develop a plan to replace 6 inch spaced iron porch / balcony balusters with 4 inch spacing. Bldgs. 12-15 have bids for repair of porches above the garages. The committee recommended porches over the garage of bldg. 15 be replaced in the next fiscal year at the Association's cost. Basic interior costs will also be covered by the Association. Finishing the interior beyond the basics will be the responsibility of the owners. Goodnow made a motion to adopt the recommendation of the committee, motion seconded by Lewke. Motion passed 8-0.

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

Personnel Committee: Doug Ayers. No meeting.

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

Pool Committee: Paul Hartwig, chair. Met to review incidents reported at the last meeting. Several people have been added to the pool committee. Committee will be clarifying the rules. Will also work on a notification system for new residents.

Building Resource: Judy Windschiegel, chair. The committee finished review of every building. Windschiegel reported a few weak door closer issues which maintenance will look into.

Orientation Committee: Ralph Brown, chair. No meeting. Orientation for new residents was a big success; 15-20 new residents attended to receive information and ask questions. Committee is considering a way to get information out to those who don't attend.

Northside United (NU): Doug Ayers. No Report.

Manager's Report: Bldg 30 has a storage space available and the owner wanted to know if the association wanted it. Lewke made a motion to purchase it, seconded by Windschiegel, motion passed 8-0. Maintenance has dealt with two recent pet odor issues, one appears to be resolved, working on the other issue. Martin sent a letter to an owner concerning a possible hoarder issue and will follow up. Handled a call from a potential owner regarding a question on our policy related to service dogs. Accountants have all material for the scheduled audit. Pools are closed, and some pool maintenance is still ongoing. Boiler heat will be turned on as soon as the weather changes.

President's Report: Ayers reviewed chairs for the powwow room and requested a price range.

Unfinished Business: Brown reported people requested new chairs at the old pool. Pool chairs with older straps should be evaluated for repair or replacement.

New Business: None

Motion made and approved to adjourn 8:05 p.m. Respectfully submitted, Jean Staral, Secretary

September 21, 2015, Board Minutes (to be approved at next meeting).

Cherokee Garden Condominium

Board Minutes October 19, 2015 – 6:30 Regular Board Meeting

Present: Doug Ayers, Janice Goodnow; Paul Hartwig, Dave Lewke, Jean Staral, Leslie Starczewski, Judy Windschiegel, Carol Wisener, and Tom Martin, General Manager

Absent: Ralph Brown

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

Visitors: Bldg 22 presented a grievance letter requesting a camera for the entrance due to activities requiring policing; rule violations were listed. A letter from an upstairs resident was also presented. Disturbances have gone beyond nuisances to criminal activities. A second letter detailed activity in the parking lot; nonresidents have ready access; visitors have been seen with keys.

September Minutes: made a motion to approve with no corrections. Motion approved (8-0).

Treasurer's Report: Paul Hartwig went over the report for the first quarter, everything is on target.

Buildings and Grounds: Janice Goodnow, chair. No meeting. Will meet to go over bids and options for porch railings as well as bids for the porches on Bldg 15. Bldg 36 stone caps are complete and awnings are up.

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

Personnel Committee: Doug Ayers. No meeting.

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

Pool Committee: Paul Hartwig, chair. No meeting.

Building Resource: Judy Windschiegel, chair. No meeting.

Orientation Committee: Ralph Brown, chair. No meeting.

Northside Planning Council (NPC): Doug Ayers. Much activity at the Feed Kitchen, new senior living site is in the bid process.

Manager's Report: Martin reported that the problems caused by a resident last month ended and the unit is up for sale. We have cost estimates for the code upgrade for railings. Insurance Co requested an inspection for units with aluminum wiring in bldg. 1 and 2. Maintenance is putting in a great deal of new shrubs and trees. Directory will be updated at the end of the month. Several trees will be removed before winter. All roof assessments are paid. No new roofs in 2016.

Unfinished Business: Ayers is still looking into options for chairs for the powwow room. The insurance policy will be reviewed regarding the railings.

New Business: Madison Fire Dept. is starting a smoke-free residence initiative. There was discussion regarding the issues of safety Bldg. 22

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Nov. 16, 2015. Motion made and approved to adjourn 7:25 p.m. Respectfully submitted,
Jean Staral, Secretary

October 19, 2015, Board Minutes (to be approved at next meeting).

**Cherokee Garden Condominium
Board Minutes Nov 16, 2015 – 6:30 Regular Board Meeting**

Present: Doug Ayers, Ralph Brown, Janice Goodnow; Paul Hartwig, Jean Staral, Leslie Starczewski, Judy Windschiegel, Carol Wisener, and Tom Martin, General Manager

Absent: Dave Lewke

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

Visitors: Approx. 10 visitors. Ron Holt urged the board to eliminate or limit smoking from the Association. Caroline Ganter bldg 16, also requested permission for a smoke-free bldg (7 units of 8 are in favor). A resident spoke regarding complaints received and was supported by neighbors' testimony.

October Minutes: made a motion to approve with no corrections. Motion approved (8-0).

Treasurer's Report: Paul Hartwig went over the report, we are a bit under budget due to lower utility costs. Everything is on track.

Buildings and Grounds: Janice Goodnow, chair. Met and discusses smoking rules. Bldg. 15 porch replacement, authorized Martin to get engineering drawings for bids to submit. Still researching railings. Martin is also getting bids on railing. Golf Parkway has four owners, committee to exam who owns how much and make a proposal on how to do work.

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

Personnel Committee: Doug Ayers. No meeting.

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

Pool Committee: Paul Hartwig, chair. Now has two sub committees regarding rules and how to notify people of rules. Will meet in combined committee next month and make recommendations to the board.

Building Resource: Judy Windschiegel, chair. No meeting.

Orientation Committee: Ralph Brown, chair. No meeting.

Northside United (NU): Doug Ayers. Attended MG&E town hall-type meeting.

Manager's Report: Martin reported MG&E is upgrading old underground energy lines. Winter painting is beginning. Resource committee hallway work has started. Hot water circulation pump was replaced in Bldg. 36, a variable speed pump was put in which should conserve energy. Finishing the underground outdoor lighting map. New directory is at printer.

President's Report: Included in above notes.

Unfinished Business: Building resources submitted a list of upkeep type issues with certain buildings. Martin has maintenance working on most of the issues.

New Business: Discussed going non-smoking, possibility of doing it little by little. Rules designate second hand smoke as a nuisance, and it is not allowed in stated areas. Building and Grounds will look at specifics for options and make a recommendation for the board to consider.

Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Dec. 21, 2015.

Motion made and approved to adjourn 8:05 p.m.

Respectfully submitted,
Jean Staral, Secretary

Cherokee Garden Condominium Board Minutes Dec 21, 2015 – 6:30 Regular Board Meeting

Present: Doug Ayers, Ralph Brown, Janice Goodnow; Paul Hartwig, Dave Lewke, Jean Staral, Judy Windschiegel, Carol Wisener, and Tom Martin, General Manager

Absent: Leslie Starczewski,

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

Visitors: Approx. 10 visitors. Ron Holt (bldg 33) wanted to state that he supports the recommendations of the Building and Grounds committee. Phil Klein, bldg 30 spoke in favor of going smoke-free throughout the entire association.

November Minutes: made a motion to approve with no corrections. Motion approved (8-0).

Treasurer's Report: Paul Hartwig went over the financial reports, everything is on track.

Buildings and Grounds: Janice Goodnow, chair. Still waiting for engineering package for city/state for the bldg.15 porch project, work should be started this summer. Waiting for bids on railing code upgrade. Still working on responsibility for Golf Pkwy. Committee addressed the number of owners needed to agree on "This is a Smoke Free Building" sign, committee recommended keeping the agreement at 100 percent of the side to go no smoking. Considered rule to prohibit common area smoking 25 ft from common entrance. Goodnow made a motion to that all eight owners in a single or one side of a double must agree to have a "This is a Smoke Free Building" sign posted on their side at owners expense, Brown seconded. Motion passed 8-0. Goodnow made motion to pass a rule prohibiting smoking in outside common areas within 25 ft of a common area entrance, (the front door, garage door and buildings with common rear or side doors), Hartwig seconded. Discussion followed. Motion passed 8-0.

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

Personnel Committee: Doug Ayers. No meeting. Jan 7, 3:00 will be a thank you party for staff with the board.

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

Pool Committee: Paul Hartwig, chair. No meeting.

Building Resource: Judy Windschiegel, chair. No meeting.

Orientation Committee: Ralph Brown, chair. No meeting.

Northside United (NU): Doug Ayers. Most things have been announced in the Northside News.

Manager's Report: Martin reported MG&E is done running new underground electrical power cables in several areas, which should alleviate some of the occasional blackout issues. The mild weather is a big bonus for energy consumption and snow removal savings. Staff is working on projects for Building and Grounds.

President's Report: Would like approval to raise limit on one of the credit cards. Ayers made motion to increase Martin's card to \$5000, Windschiegel seconded, motion approved 8-0.

Doug explained personal loss assessment insurance (which is an individual's excess coverage for named perils either liability or property, where a loss exceeds the association insurance limits) for consideration. Due to our "blanketed" policy on property coverage this type of insurance would only apply on an extremely large loss and is a very rare occurrence.

Doug has a succession plan from the accountant, Martin is working on one for the staff. Martin is reviewing staff retirement and insurance. Martin to gather information on the cost for a replacement truck for the replacement of the 1998 GMC in the upcoming budget.

Unfinished Business: Lewke wanted to note that MG&E is paying for the upgrades that they have been putting in.

New Business: None. Next regular meeting of the Cherokee Garden Condo Board will be 6:30, Jan. 18, 2016.

Motion made and approved to adjourn 7:15 p.m. Respectfully submitted, Jean Staral, Secretary

December 21, 2015, Board Minutes (to be approved at next meeting).