

Daggett Brook Villa
Owners Meeting Sept. 12, 2020 at 9 am; Final
Held at Daggett Brook Party Room

- 1) Attendance and Quorum determination:
 - a) Proxy: No proxies
 - b) In Attendance:
 - i) Chad Erpelding unit 110
 - ii) Brian Brogmus unit 101
 - iii) Kevin Anderson unit 201
 - iv) Sandy Schulz & Donna unit 102
 - v) Gary Schrad unit 202
 - vi) Jake Gjoraas unit 104
 - vii) Todd Gjerdingen unit 204
 - viii) Colleen Johnson & David unit 105
 - ix) Keith Lind unit 205
 - x) Jay Steffens unit 106
 - xi) Cheryl Reynolds unit 206
 - xii) Paul Sawatzke unit 107
 - xiii) George & Maxine Riches unit 207
 - c) Not represented by attendance or proxy:
 - i) Robbe & Karla Kniefel unit 103
 - ii) Mel & Diane Schlichting unit 203
 - d) Quorum determination: Paul Sawatzke informed President Gary Schrad that 13 of 15 voting units were represented by attendance. Meeting called to order by President Gary Schrad
- 2) Introductions
- 3) Thank you to Connie Krivich.
- 4) Minutes from Sept 7, 2019 Owners meeting. Distributed previously to all owners. Motion by Jake Gjoraas to approve and second by Jay Steffens. All approved
- 5) Materials distributed to all owners of Daggett Brook Condo Association:
 - a) Agenda for Sept 12, 2020 Owner Meeting
 - b) Financial Statements Year ending June 2020 (Compilation Review).
 - c) Balance Sheet as of June 2020
 - d) Profit & Loss Statement for year ending June 2020
 - e) Reserve spending detail for year ending June 2020
 - f) Financial Accounting Compilation Report thru June 2020
 - g) Operating Budget for year July 2020 to June 2021

Daggett Brook Villa
Owners Meeting Sept. 12, 2020 at 9 am; Final
Held at Daggett Brook Party Room

- 6) Financial review for the year ending June 30, 2020. Paul Sawatzke & Gary Schrad overviewed the financials for the year. Highlights are:
 - a) Due balances are current with all owners at the end of June 2020
 - b) Revenues of \$80,502 were slightly favorable to budget. Expenses of \$76,009 were \$3,748 favorable to budget. Net Operating Income positive \$4,493 and favorable to budget \$4,165.
 - c) Operating Cash decreased by \$20,889 vs. last year \$21,858.
 - d) Reserve Cash \$60,393 vs last year \$70,387. Transfer of \$10,000 from reserve cash on 3-23-2020 to cover reserve shortfall.
 - e) Reserve spending \$38,092 vs assessment of \$30,000. \$8,092 shortfall. Had to transfer \$10,000 from Reserve Cash. See comment above. Major reserve spending items include pool, boiler, Ice Dam removal and Lake Steps.
- 7) Approval of Operating Budget and Reserve for July 1, 2020 to June 30, 2021.
 - a) Reviewed the Operating Budget. Motion by Brian Brogmus to approve with a second by Colleen Johnson. All approved.
 - b) Reserve Assessment of \$2,000 per condo for 2020/2021 year. Unchanged from prior year.
- 8) Reserves expenditures and status: Daggett has a long range plan for major reserve items (required by state) through 2039. Last updated January 2019.
 - a) Boilers are showing their age and will be a major replacement cost at some point. Do have 2 boilers, one is always on standby.
- 9) Review rules, concerns:
 - a) Pets: Clean up after pets. Owners ensure their guests comply.
 - b) Parking: Good job on the holidays to max use of space. Must have enough room next to dumpster on Monday morning for garbage truck. Do not block exterior main entrances or doors to units 101 and 107.
 - c) Overflow rooms: No issues. 2nd room was a nice addition. Thank you to all those that refurbished the 2nd room.
 - d) Boat lifts: All canopies to be green going forward. DNR requested more natural colors. Green, tan, gray. Association voted green. By beginning of summer of 2022 all canopies must be green.
 - e) Bulbs: Yellow lights on building exterior to detract insects and inside of entries (suggested).
- 10) Projects update:
 - a) Water System: Well pump failure resulted in loss of water for a couple of days. New pump installed, after which well was chlorinated and flushed.
 - b) Decks and Patios (limited common element). Board specifies the look and materials. Repairs or replacement cost at owner's expense. Board requests a contractor to inspect decks each year. Decking to be brown treated wood or cedar (painted). Railings are in question. Maintenance

Daggett Brook Villa
Owners Meeting Sept. 12, 2020 at 9 am; Final
Held at Daggett Brook Party Room

- free desired, maybe cables. Unit 205 wants to replace deck. Keith Lind to submit proposal to ensure code for upgrade in size and materials. Lower patios are OK.
- c) Interior Paint, Carpet and Lighting: Was deferred from last year. Will do west end 2020/2021.
 - d) Hot Tub: Broken line underneath surface. New hot tub \$60,000 to \$70,000. Any pool company replacement would require update to current state standards and codes. Guidance from owners is to repair existing hot tub. Possibility of a special assessment pending repair cost.
 - e) Boardwalk: Was power washed and Gary Schrad applied sealer to the decking. Structure is getting old and is need of some repair. To date, no contractor is willing to submit bids. Uncertain on when to repair.
 - f) Pool roof: Some leaks reported. However, no issues during a major 3 inch rain.
 - g) Monitored items: Boiler, pool roof, boardwalk dock, and hot tub.
 - h) Gutter Blowout: Need Volunteer to do blowout. David Prairie, Paul Reynolds and Gary Schrad volunteered to do the blowouts.
 - i) Lawn Service is supposed to blowout the parking lot and do a weed kill application around landscaping. Contract is up for the renewal.
- 11) Insurance: All owners must insure their own property and provide record of coverage (insurance company name) to the Association as well as, inform the Association of any mortgage held on their unit. Boat lifts are personal property and are not covered by the Association Policy.
- 12) Rental review: No one renting at this time and no one has inquired.
- 13) Dock out: Will communicate a dock out date. Approximately mid-October per Chad. Recommendation place X on dock and lift. Also, number (1,2,3) from the shoreline out on each portion of dock.
- 14) Internet: Improve the internet cable lines. Gary to take a look at what it would take to cable the rest of the building.
- 15) Spring cleanup: thank you to all that assisted. Saved Association a lot of expense.
- 16) Election of Board: Nominations taken for three open Board positions. Positions expire 2020 are Gary Schrad (11 yrs.), Kevin Anderson (6 yrs.), and Paul Sawatzke (5 yrs.). Positions that expire 2021 are Chad Erpelding (1 yr.) and Todd Gjerdingen (2 yrs.)
- a) Gary Schrad stated he would not renew his term on board. Round of applause thanking Gary for his contributions and service.
 - b) Kevin Anderson (6 yrs.) and Paul Sawatzke (5 yrs.) have agreed to renew their positions on board.
 - c) Jay Steffens, Kevin Anderson, and Paul Sawatzke nominated by Todd Gjerdingen

Daggett Brook Villa
Owners Meeting Sept. 12, 2020 at 9 am; Final
Held at Daggett Brook Party Room

- d) Motion to close nominations by Paul Sawatzke and second by George Riches. All approved nominations of Kevin Anderson, Paul Sawatzke, and Jay Steffens.
- 17) Next year's owner meeting is the weekend after Labor Day or Sept 11, 2021.
- 18) Cleanup day in 2021 will be Saturday of Memorial Day weekend. May 29, 2021
- 19) Adjournment: Motion to adjourn by Jake Gjoraas and second by Chad Erpelding. All approved. Meeting adjourned at 11 am.
- 20) Board meeting followed the Owners meeting:
 - a) Officers: President Chad Erpelding, Vice President Todd Gjerdingen, Treasurer & Secretary Paul Sawatzke. Motion to approve these officers. All approved.
 - b) Property Management / Facilities: Kevin Anderson, Jay Steffens. All approved.
 - c) West wing corridor and entryway interior improvements discussed. Phase one (painting) and phase two (lighting) to be done this fiscal year. Phase three (carpet) may have to be deferred pending priority expenditures.
 - d) Quotes for lawn care and snow removal are being solicited. New contract to be in place prior to year-end.
 - e) Evaluated recurring issue regarding intermittent water leakage into basement mechanical room. Will continue to monitor and investigate.
 - f) Discussed hot tub and plan to proceed with repairs. Due to cost, may have to be done incrementally or by special assessment to all owners.
 - g) Board members recognized Gary Schrad for his leadership this past year and for his many years of service on the Board of Directors.
 - h) Board meeting adjourned.