

Daggett Brook Villa  
Owners Meeting Sept. 11, 2021 at 9 am; Final  
Held at Daggett Brook Party Room

- 1) Attendance and Quorum determination:
  - a) Proxy: 1 proxy
    - i) Bill & Mary Bleckwehl unit 206 proxy to Jay Steffens unit 106
  - b) In Attendance:
    - i) Chad Erpelding unit 110
    - ii) Brian Brogmus unit 101
    - iii) Kevin & Mary Anderson unit 201
    - iv) Sandy Schulz unit 102
    - v) Gary & Alice Schrad unit 202
    - vi) Russ & Bobbie Ward unit 103
    - vii) Mel & Diane Schlichting unit 203
    - viii) Jake & Deb Gjoraas unit 104
    - ix) Todd Gjerdingen unit 204
    - x) Colleen Johnson & David Prairie unit 105
    - xi) Jay & Jean Steffens unit 106
    - xii) Paul Sawatzke & Tom Sawatzke unit 107
    - xiii) George & Maxine Riches unit 207
  - c) Not represented by attendance or proxy:
    - i) Keith & Kathy Lind unit 205
  - d) Quorum determination: Paul Sawatzke Secretary, Treasurer informed President Chad Erpelding that 14 of 15 voting units were represented by attendance or proxy. Meeting called to order by President Chad Erpelding
- 2) Introductions.
- 3) Thank you to Connie Krivich.
- 4) Minutes from Sept 2020 Owners meeting. Distributed previously to all owners. Motion by Brian Brogmus to approve and second by Jake Gjoraas. All approved.
- 5) Materials distributed to all owners of Daggett Brook Condo Association:
  - a) Agenda for Sept 11, 2021 Owner Meeting
  - b) Balance Sheet as of June 2021
  - c) Profit & Loss Statement for year ending June 2021
  - d) Reserve spending detail for year ending June 2021
  - e) Financial Accounting Compilation Report thru June 2021: To be distributed when printed. Review is completed.
  - f) Operating Budget for year July 2021 to June 2022

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- 6) Financial review for the year ending June 30, 2021. Chad Erpelding & Paul Sawatzke overviewed the financials for the year. Highlights are:
  - a) Due balances are current with all owners at the end of June 2021.
  - b) Revenues of \$79,210 were slightly unfavorable \$876 to budget. Expenses of \$69,331 were \$10,425 favorable to budget. Net Operating Income positive \$9,879 and favorable to budget \$9,550. Includes rebate from Electric Co: \$1,080. Legal fees up due to Declaration Amendment.
  - c) Operating Cash \$28,159 vs. last year \$20,889.
  - d) Reserve Cash \$60,400 vs. last year \$60,394.
  - e) Reserve spending \$30,182 vs. assessment of \$30,000. \$182 shortfall. Major reserve spending items include: Well repair: \$5,536; Building west end carpet, painting, lighting: \$22,276.
- 7) Approval of Operating Budget and Reserve for July 1, 2021 to June 30, 2022.
  - a) Reviewed the Operating Budget. Motion by Gary Schrad to approve with a second by Chad Erpelding. All approved.
  - b) Reserve assessment of \$2,000 per condo for 2021/2022 year. Unchanged from prior year.
  - c) Monthly maintenance dues will remain unchanged.
- 8) Project update:
  - a) Association has a long range plan for major reserve items through 2039. Last updated January 2019. Scheduled to be updated this fiscal year.
  - b) Review projects, rules, & concerns:
    - i) All boat lift canopies must be conforming to dark (forest) green by next spring 2022.
    - ii) Overflow rooms: Usage is working well. Be respectful of room bookings. Turn AC up to 80 degrees when done with stay. Added a check in and checkout time. Owners to manage their guests.
    - iii) Pets: Owner to control their pets and clean up waste after their pets.
    - iv) Parking: Board is considering adding lines to maximize parking space. May do a seal coating but need to let the past seal cost layers wear off first.
    - v) Trash: Dispose of normal trash only in dumpster. No furniture or other large objects.
    - vi) Flag & Banners: Flags flown from decks and docks (limited common element) must be respectful to all owners. No political or divisive flags. American and Fraternal (police, fire, military, alumni, etc.) flags, are acceptable.

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- c) Decks and Patios: 3 decks identified in need of repair. Details will be communicated to each impacted owner. Looking at options to improve visibility (Current railings block view).
  - d) Carpet and Paint: East wing update for painting and carpet to be done this next year. Approximate cost \$15,000.
  - e) Boiler: Bids are being obtained to replace two boilers. Rough estimate: \$30,000. Replacement may be deferred to next fiscal year.
  - f) Hot Tub: \$2,600 spent this past year to detect leak. After several hours of work by Russ Ward, Kevin Anderson and Amy Wannebo leaks were repaired and hot tub is working. Maybe a temporary solution but enjoy the hot tub. Estimates to replace hot tub if needed ranged from \$60,000 to \$150,000.
  - g) Boardwalk: Repair or replace the Boardwalk dock. Looking at potential solutions. Currently consulting with local contractors and seeking estimates.
  - h) Pool roof: Leaks on a rainy day. 2008 the shingles were replaced and several years ago the flashing at the exterior knee walls was re done. Will be seeking a solution and estimates to determine replacement costs. Leaking pool roof is a priority to address now.
  - i) Pool Windows: Jake Gjoraas raised the issue that pool windows need to be replaced. Under consideration at this time and are subject to higher priority issues.
  - j) Gutters: Gary Schrad cleaned them twice this past year, saving the Association hundreds of dollars. Commercial Bid was \$400 per cleaning. Thank you, Gary. Looking for volunteers for this next year.
  - k) Insurance: Each owner must have coverage for their condo. Inform Association of their insurance coverage. If needed, request Declaration of Insurance coverage for Association that can be provided to respective agents.
  - l) Fireplace: Expect high gas bills if the pilot light is left on.
  - m) Windows: Brainerd Glass for glass replacement. Simonson Lumber for window frame replacement. Owner expense.
  - n) Weeds in water is becoming a bigger issue: Owners to remove weeds from around docks and lift or consider fans to remove weeds.
  - o) Caretaker: Same compensation amount as last year. Some issues with doing regular duties are being addressed.
- 9) Amended Declaration: Update was completed December 2020 to add amendment for VA mortgage. Thank you to those that assisted with update and offsetting cost.
- a) Should consider updating the Declaration to reflect current conditions and state statutes.

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- 10) Dock out: Will communicate a dock out date. Approximate dock out date is October 22nd per Chad.
- 11) Spring cleanup: 70% of owners participated in clean up. Thank you to all those that assisted. Several projects completed. Special thanks to Todd Gjerdingen, Jay Steffens for their lead and Russ Ward for his assistance.
- 12) Election of Board: Nominations taken for two open Board positions. Positions that expire 2021 are Chad Erpelding (2 yr) and Todd Gjerdingen (3 yr). Positions expiring 2022: Jay Steffen (1 yr), Paul Sawatzke (6 yr), Kevin Anderson (7 yr).
  - a) Chad Erpelding and Todd Gjerdingen nominated to serve another term.
  - b) Motion to close nominations by Jay Steffens and second by Tom Sawatzke.
  - c) All approved the nominations of Chad Erpelding and Todd Gjerdingen.
- 13) Next year's owner meeting is the weekend after Labor Day, Sept 10, 2022.
- 14) Next Cleanup day will be Saturday of Memorial Day weekend, May 28, 2022.
- 15) Adjournment: Motion to adjourn by Jake Gjoraas and second by Todd Gjerdingen. All approved. Meeting adjourned at 10:44 am.
- 16) 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.
  - c) Discussed hot tub operation and will continue to monitor for leaks.
  - d) Determined east wing renovation will occur in 3 phases same as the west beginning with paint, followed by the installation of the lighting fixtures (previously purchased) and lastly, new carpet. Anticipated start date is spring 2022.
  - e) Discussed several maintenance concerns regarding the pool roof, east boardwalk, and boilers. Determined boiler replacement could wait another year pending pool roof repair, additional hot tub expenses and other more immediate issues.
  - f) Evaluated service vendor performance.
  - g) Board meeting adjourned.