

Daggett Brook Villa
Owners Meeting Sept. 10, 2022 at 9 am; Final
Held at Daggett Brook Party Room

- 1) Attendance and Quorum determination:
 - a) Proxy:
 - i) Sawatzke, Paul and Tom unit 107 proxy to Jake Gjoraas unit 104
 - ii) Bleckwehl, Mary and Bill unit 206 proxy to Brian Brogmus unit 101
 - b) In Attendance:
 - i) Chad Erpelding unit 110
 - ii) Brian Brogmus unit 101
 - iii) Kevin Anderson unit 201
 - iv) Sandy Schulz unit 102
 - v) Gary & Alice Schrad unit 202
 - vi) Russ & Bobbie Ward unit 103
 - vii) Jake Gjoraas unit 104
 - viii) Todd Gjerdingen unit 204
 - ix) David & Colleen Prairie unit 105
 - x) Keith Lind unit 205
 - xi) George & Maxine Riches unit 207
 - c) Not represented by attendance or proxy:
 - i) Mel & Diane Schlichting unit 203
 - ii) John & Amy Nelson unit 106
 - d) Quorum determination: Paul Sawatzke (via Jake Gjoraas, taking minutes at Owner Meeting) Secretary, Treasurer informed President Chad Erpelding that 13 of 15 voting units were represented by attendance or proxy. Meeting called to order by President Chad Erpelding
- 2) Introductions: Chad mentioned that John & Amy Nelson are new owners.
- 3) Thank you to Connie Krivich.
- 4) Minutes from Sept 2021 Owners meeting. Distributed previously to all owners. Motion by Jake Gjoraas to approve and second by Gary Schrad.
- 5) Materials distributed to all owners of Daggett Brook Condo Association:
 - a) Agenda for Sept 10, 2022 Owner Meeting
 - b) Balance Sheet as of June 2022
 - c) Profit & Loss Statement for year ending June 2022
 - d) Reserve spending detail for year ending June 2022
 - e) Financial Accounting Compilation Report thru June 2022.
 - f) Operating Budget for year July 2022 to June 2023
- 6) Financial review for the year ending June 30, 2022. Chad Erpelding overviewed the financials for the year. Highlights are:

Daggett Brook Villa
Owners Meeting Sept. 10, 2022 at 9 am; Final
Held at Daggett Brook Party Room

- a) Due balances are current with all owners at the end of June 2022
- b) Revenues of \$79,915 was \$170 unfavorable to budget. Expenses of \$83,969 was \$4,193 unfavorable to budget. Net Operating Income shortfall \$4,054 (Expenses exceeding Revenue).
 - i) Expenses exceeded budget primarily due to higher than anticipated utility (heating) expense (\$7,252 over budget), and snow removal (\$1,073 over budget).
- c) Operating Cash \$20,522 vs. last year June 30, 2021 of \$28,159
- d) Reserve Cash of \$60,406 vs. last year June 30, 2021 of \$60,400
- e) Reserve spending \$33,863 vs assessment of \$30,000. \$3,863 above annual assessment. Major Expenses from Reserve are:
 - i) Hot Tub - leak detection \$2,600
 - ii) Boiler Repair - \$7,347
 - iii) Painting - \$11,500
 - iv) Carpet - \$5,996
 - v) Plumbing & Lobby Bathroom Repair \$1,276
 - vi) Snow Removal Roof - \$2,700
 - vii) Dock Repairs \$195
 - viii) Tree Removal from Storm damage \$2,249. Thank you to several owners that cut up downed trees and cleaned up stumps and branches. Significant savings.
- 7) Approval of Operating Budget and Reserve for July 1, 2022 to June 30, 2023.
 - a) Reviewed the Operating Budget. Motion by Kevin Anderson to approve with a second by David Prairie. All approved.
 - b) Monthly maintenance dues will remain the same assuming that over budget expenses of last year will not repeat. Otherwise, an increase may be necessary.
 - c) Reserve Assessment of \$30,000 or \$2,000 per condo. Unchanged from prior year.
- 8) Project update:
 - a) Lift canopy covers are up to date and compliant with green color policy. One exception is due to supply issues for a new canopy.
 - b) Decks and Patios: Have been addressed and repaired. Cable railing: wood post covered with vinyl with stainless steel cables running between. Lind's (unit 205) may be first deck / railing replaced. Action to obtain pricing to use the same approach on steps.
 - i) If an owner wants to make change to deck, a proposal must be presented to Board for approval.

Daggett Brook Villa
Owners Meeting Sept. 10, 2022 at 9 am; Final
Held at Daggett Brook Party Room

- c) Carpet and Paint: Hallways and common areas: carpet replaced, painting completed, and lights updated. New lights installed by owner volunteers.
- d) Boiler replacement can be deferred for another year. SCR does the repair, start up and shut down of the system. Signed a (2) year service agreement with SCR for semi-annual maintenance on all HVAC equipment (includes boiler startup/shutdown) and provides for discounted service rate. Cost \$1,980.00 per year. Two boilers (heating), water heaters, pool room MUA unit, air conditioning in hallways are part of the service agreement. Daggett (Caretaker) communicates the timing.
- e) Landscaping needs some update but will be deferred.
- f) Boardwalk on east end (wood) is aged and should be replaced. Trying to find a contractor. The deck bracing is the most significant cost as braces are fixed back into the bank. Been difficult to find contractor willing to take on task.
- g) Pool, hot tub, deck, and inside surface of pool, south wall:
 - i) Pool Roof replaced along with rest of the main building and garage in 2022. Covered by insurance.
 - ii) Hot Tub: Approximately \$200,000 for hot tub replacement. Board recommendation is to not replace, demolish & fill in the hot tub
 - iii) South Wall (windows) need to be replaced. No added assessment to do upgrade. See further bullets.
 - iv) Ceiling: Cost to add insulation and replace the pool ceiling was deemed too expensive. Also wanted to see the impact that new wall / window replacement plus roof replacement will do to remedy the roof issues of the past and improve energy efficiency. Existing ceiling to remain and be refinished.
 - v) Therefore, the proposal for the pool / hot tub / pool room is: (This is for budget only and is subject to change as final specifications, materials and labor are contracted).
 - (1) Resurface pool and deck: \$12,000 Reserve allocation.
 - (2) Horizon pool repair: \$15,900 Reserve allocation.
 - (3) Hot tub removal: \$4,000
 - (4) Wall reconstruction: \$42,830
 - (5) Refinish ceiling: \$11,406
 - (6) Contingency: \$10,000
 - (7) Less insurance claim \$(11,406) Paid Insurance
 - (8) Total of \$56,830 plus reserve \$27,900 for a total Project budget of \$84,730

Daggett Brook Villa
Owners Meeting Sept. 10, 2022 at 9 am; Final
Held at Daggett Brook Party Room

- h) Gutters: David Prairie and Gary Schrad have blown out the gutters. Thank you for the work and cost savings. David noted that it is a whole day task after blowing the decks off as well. David will blow off gutters this fall.
 - i) Caretaker: Gave a raise to Caretaker. She is doing a good job with managing the property and providing access to contractors in the area.
 - j) Overflow rooms: Colleen suggested name changes to Eagle Nest for upper room and Bear Den for lower room. Owners approved Colleen to determine names and replace signage.
 - k) Insurance: Each owner to carry insurance for coverage of the inside of their condos.
- 9) Thank you to Paul Sawatzke for working with the insurance agent to facilitate claim after severe weather this spring caused considerable damage to DBV buildings.
- 10) Dock out: After October 19th
- 11) Election of Board: Nominations taken for 3 open Board positions. Positions that expire 2022 are Jay Steffen (2 yr), Paul Sawatzke (7 yr), Kevin Anderson (8 yr). Expire in 2023 are Chad Erpelding (3 yr) and Todd Gjerdingen (4 yr). 3 open positions.
- a) Thank you to Kevin Anderson for 9 years on the Board.
 - b) David Prairie replaced Jay Steffen March 2022.
 - c) Motion by Keith Lind to nominate David Prairie, Paul Sawatzke, and Russ Ward. Second by Gary Schrad. All approved.
- 12) Thank you to the Board for all their work and efforts.
- 13) Thank you to Brian Brogmus and Clair Kotts for their generous financial donation to the Association.
- 14) Next year's owner meeting is the weekend after Labor Day or Sept 9, 2023.
- 15) Clean up day in 2023 will be Saturday of Memorial Day weekend. May 27, 2023
- 16) Adjournment: Motion to adjourn by Kevin Anderson and second by Jake Gjoraas. All approved. Meeting adjourned at 10:17 am.
- 17) Board meeting followed the Owners meeting:
- a) Officers: President Chad Erpelding, Vice President Paul Sawatzke, Treasurer & Secretary David Prairie. Motion to approve these officers. All approved.
 - b) Property Management / Facilities: Russ Ward, Todd Gjerdingen.
 - c) Discussed pool and pool room renovation. Firm quotes for new lakeside pool wall / windows; refinishing ceiling, pool and deck; and hot tub removal will be solicited. Four phase project beginning with ceiling, followed by hot

Daggett Brook Villa
Owners Meeting Sept. 10, 2022 at 9 am; Final
Held at Daggett Brook Party Room

- tub / wall demolition, then new wall construction / pool refurbishment and lastly, new pool deck finish. Estimated completion late spring 2023.
- d) Several Owner requests for unit improvements discussed with approval pending.
 - e) East end boardwalk condition discussed, and renovation determined to be an important project for next year pending consultation with contractors and plan establishment.
 - f) Dock / lift service discussed, and consensus was an alternative company will be solicited for comparison.
 - g) Gutter maintenance, building upkeep and improvement projects discussed and considered.
 - h) Board meeting adjourned.