



**Lansbrook Master Association, Inc.  
Board of Directors Meeting  
Held in virtual / telephonic format via internet based Zoom tool  
October 25, 2021**

The Lansbrook Master Association, Inc. ("LMA") Board of Directors meeting was called to order by President Brian Thiel at 7:00 PM. Also attending were Board members Tom Lango, Scott Tillesen, Ron Schultz, Ken Kunsman, and Rosalia Gianola. Todd Christofferson was absent. A quorum was present. Attending from FirstService Residential was Ryan Howard. Sixteen homeowners also attended.

Brian Thiel advised that Proof of Notice of the meeting was properly provided.

**MOTION:** A motion was made by Tom Lango and seconded by Rosalia Gianola to accept the minutes as presented for the September 27, 2021, regular meeting of the Board. The motion passed unanimously.

Secretary Scott Tillesen provided an explanation of Operating Funds, Reserve Funds, the Reserve Funding study, as well as a description of how funds flow between neighborhood HOA's and the LMA.

Treasurer Tom Lango reminded that there was a \$158,461 positive expense variance from 2020, of which \$65,000 was approved for transfer to reserve funds. He expects the 2021 budget to overrun approximately \$93,940 in the general category of repairs and maintenance. As of September 30, 2021, total cash reserves amounted to \$574,824. Operating cash was \$392,127 and Reserve cash was \$181,689. All bank balances remain within FDIC insured limits. For the month of September 2021, income of \$86,872 was \$73 below budget, mainly due to lower than budgeted interest rates. September operating expense of \$69,089 was \$10,324 favorable to budget due to a number of small variances and timing of expenses. For the first nine months, income of \$797,394 was \$14,889 above budget largely from the sale of a pick-up truck recorded as miscellaneous income. Expenses for the first nine months of \$803,856 was unfavorable to budget by \$89,139. This was largely due to the carry over of projects. It is projected that there is between \$25,000 and \$30,000 positive budget variance for the year at this time. **MOTION:** A motion was made by Scott Tillesen and seconded by Ken Kunsman to accept the Treasurer's Report. The motion passed unanimously.

Director of Campus Services Ed Anderson reported that irrigation issues continue to keep the staff busy. Seeding of the soccer fields and Lakefront Park pavilion movie theater area has been completed. Mulching has been completed and Pine Straw distribution is expected to be done in November. Holiday lighting work on the main entrance has begun. Materials needed to complete the horizontal boring to bring lake water to the main entrance are in short supply and the project is delayed, however an adjustment made to the depth of the well pump at the front entrance has brought that water source back into operation.

Residents were invited to speak. No comments were offered.

Treasurer Tom Lango reviewed a proposed budget for 2022. The budget anticipates income of \$1,043,148, operating expenses of \$948,948, and transfers from Operating Funds to Reserve Funds of \$94,200. The proposed budget is balanced and does not require any increase in the fees paid by neighborhood HOA's to the LMA. **MOTION:** A motion was made by Ken Kunsman and seconded by Ron Schultz to accept the budget as presented. The motion passed unanimously.

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There was a discussion by the Board regarding the site where resident Andrew Kreps tragically lost his life in an auto accident. There was unanimous consent to resume normal maintenance at the site.

**MOTION:** A motion was made by Brian Thiel and seconded by Tom Lango to allow Brian Thiel to sign insurance contracts prior to the end of October 2021, up to the budgeted amount set for 2022 of \$45,000. The motion passed unanimously.

**MOTION:** A motion was made by Brian Thiel and seconded by Rosalia Gianola to purchase a ride-on spreader for an amount up to \$7,000 paid from reserve funds. The motion passed unanimously.


**MOTION:** A motion was made by Brian Thiel and seconded by Ron Schultz to purchase an additional Club Car for an amount up to \$14,000 paid from reserve funds. The motion passed unanimously.

A resident requested approval to allow a Vendor Fair at Lakefront Park. The request was denied, but alternative sites were suggested

**MOTION:** A motion was made by Ron Schultz and seconded by Tom Lango to adjourn the meeting at 8:14 PM. The motion passed unanimously.

*Respectfully submitted,*  
Scott Tillesen  
Secretary  
Lansbrook Master Association, Inc.

Approved:

By:   
Brian Thiel, President

Date: 11/16/2021