



## LANSBROOK MASTER ASSOCIATION, INC.

### Board Meeting Minutes

Monday, March 28, 2022, at 7:00 P.M.

Via Zoom Meeting (Meeting ID 307 337 0525/Passcode 388432)

**Board Members Present:** Ron Schultz, Vice President  
Todd Christofferson, Director  
Scott Tillesen, Director  
Tom Lango, Treasurer  
Rosalia Gianola, Secretary

**Board Members Absent:** Ken Kunsman, Director  
Brian Thiel President

**Also, Present:** Glenda Butler, LCAM, Property Manager, Castle Group  
Ed Anderson, Director of Campus Services  
Owners, approximately ten

**Call to Order.** Ron Schultz, Vice President, called the meeting to order at 7:01 pm.

**Proof of Notice.** Ron Schultz confirmed the signs were posted in the community on the Friday, March 25, 2022, in advance of the meeting to meet the 48-hour notice requirement.

**Certification of a Quorum.** A quorum was established with five of the seven directors present.

**Approve Minutes from Previous Meeting:** A motion was made by Todd Christofferson, and seconded by Rosalia Gianola, to approve the Board Meeting Minutes from February 28, 2022. The motion was unanimously approved. In addition, a motion was made by Todd Christofferson, and seconded by Tom Lango, to approve the Executive Session Closed Board Meeting Minutes from February 28, 2022. The Board unanimously approved the motion.

**Treasurer's Report.** Tom Lango reviewed February financials and noted were received in advance of the meeting and should be on schedule going forward. Tom notes the association has a healthy balance sheet with \$463,775 in Operating cash and \$122,348 in Reserve cash. He noted the Tree Trimming expense of \$27,000 this month which put the overall expenses at around \$17,000 over budget. Tom noted the budget expenses of mulch and tree trimming will be adjusted on next month financials to reflect the month these items are scheduled versus spreading over the year. Overall, expenses are in line.

**Property Manager's Report.** Glenda Butler reported various administrative, financial and employee related tasks being worked on and completed.



**Director of Campus Services' Report.** Ed Anderson reported the mowing of the common area parks that his department took over is going well. Ed stated he has been busy addressing irrigation issue this past month especially with many new plants being installed. Ed spoke briefly about vandalism, security cameras and Spectrum hole boring at park. A brief discussion by the Board and Ed was held regarding updating the main wall at the entrance.

**President's Report.** Brian Thiel was absent.

**Resident Comments.** Owner noted the main wall update is a good idea and suggested shortening the wall for a better street view and safety reasons.

**Lakefront Park Trees.** Ed Anderson reviewed the quote from Brightview to take down four dead/dying trees due to safety issues. Scott Tillesen made the motion to approve the proposal from Brightview in the amount \$2800, and Todd Christofferson, second the motion. The Board unanimously approved the motion.

**Oaks at Pavilion.** Ed Anderson reviewed quote from Brightview to treat and remove Spanish moss from the twelve large oak trees surrounding the Lakefront Park Pavilion. Scott Tillesen made the motion to approve the proposal from Brightview in the amount \$3275, and Todd Christofferson, second the motion. The Board unanimously approved the motion.

**Adjournment.** With no further business, Tom Lango made a motion to adjourn the meeting of at 7:45 p.m. Rosalia Gianola seconded the motion, and the meeting was adjourned.

Respectfully Submitted,

Glenda Butler, LCAM  
Castle Management, LLC

Approved:  5/3/2022  
Brian Thiel, President Date  
Lansbrook Master Association Inc.