



LANSBROOK MASTER ASSOCIATION, INC.

Board Meeting Minutes

Monday, April 24, 2023, at 7:00 PM

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

Call to Order – The Lansbrook Master Association Inc. (“LMA”) Board Meeting was called to order by President Thiel at 7:01 pm. Board members Brian Thiel, Todd Christofferson, Ron Schultz, Thomas Lango, and Scott Tillesen were present. Director Kunsman was not present.

At the start of the meeting, Secretary Garff was not present.

Also in attendance were Brandon Romine, LCAM, Reina Bravo, LCAM, Gabrielle Leendertz Regional Director with Castle Group as well as Ed Anderson, Director of Campus Services, and approximately 12 residents.

President Thiel confirmed the signs were posted throughout the campus 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.

Approval of Meeting Minutes (March 27, 2023) -

MOTION: A motion was made by Director Tillesen and seconded by Treasurer Lango to approve the Board Meeting Minutes from March 27th, 2023. The motion passed unanimously.

Treasurer Report –

March 2023 financials reflect total cash of \$579,391 with reserves adequately funded under the 2023 Alternative Funding Plan Reserve Study. Revenue is in line with expectations and expenses are favorable to budget for both March as well as year to date, partially driven by timing related to the pending invoice for leaf removal.

MOTION: A motion was made by Director Tillesen and seconded by Director Christofferson to accept the Treasurer’s Report as Treasurer Lango presented. The motion passed unanimously.

Director of Campus Services’ Report –

Ed Anderson reported continued irrigation repairs due to irrigation breaks and zone failures. The maintenance team will start feeding the Jasmine beds around the property. Ed reported he has met with the fencing company to obtain bids on replacing the fencing around Commons Park and met with vendors to obtain bids for replacing meter boxes around the property. Ed also reported that the water usage is staying on trend and is underused by 1M gallons.



President's Report –

President Thiel reported that this past weekend was prom and that there were over 300 people at Lakefront Park taking pictures. He also reported on the upcoming clearing and restoration of the original spillover into the pond near the boardwalk.

Resident Comments –

A resident asked the board what type of interest-bearing investment accounts the association engages in and urged the board to investigate possible options. The board asked management for options.

New Business:

Electrical Boxes

MOTION: A motion was made by President Thiel and seconded by Director Christofferson to approve the spending of \$18,500.00 for replacing six-meter boxes around the property. The vendor completing this work will be A to Z Electric. The motion passed unanimously.

Secretary Garff entered the meeting at 7:21 pm.

Water Shutoff Valves

The Board discussed the replacement of 3 of the 17 shutoff valves that are currently not working. Ed was directed to obtain bids for the cost of the repairs.

Mulch

President Thiel reported that the mulching is usually done in October but was moved to mid-May and that he would like to move the pine straw to mid-May as well. No formal motion was needed as this is a budgeted line item.

Other New Business

None.

Adjournment –

MOTION: A motion was made at 7:38 pm by Treasurer Lango to adjourn the meeting. The motion was passed by acclamation and the meeting was adjourned.

Submitted,

Reina Bravo, LCAM
Castle Management, LLC

Approved:  5/25/2023
Brian Thiel, President Date
Lansbrook Master Association Inc.