

Wilderness Park Home Owners Association
Meeting Minutes
March 14, 2026

Meeting called to order by Jeff Zabinski at 9:31 a.m.

Board Present: Jeff Zabinski, Oscar Ehrnst, Shannon Marklowitz, Theresa Mages, Lisa Washington, Jessica Tate, Brice Grafstrom, Chris Mann. **Absent:** Rob LaFleur

Motion by Oscar Ehrnst to approve the agenda, Brice Grafstrom seconded; All in favor. Motion carried.

Secretary's Report: Chris Mann provided minutes from the January 10, 2026, meeting to board members and attendees. There was no February meeting. A moment was provided to read through the minutes.

Brice Grafstrom made a motion to approve the meeting minutes. Theresa Mages seconded; All in favor, motion carried.

Treasurer's Report: Jessica Tate gave information to the Board. Financial information is always available for members at the Board meetings.

<u>Banking:</u>		<u>Accounts Receivable (AR) Aging</u>	
US Bank Checking:	\$ 11,019.45	Outstanding	\$126,378.45 (does not include 2 tax forfeited properties)
US Bank Savings:	\$ 62,891.66		
US Bank CD	\$ 21,277.65		

The 2 tax forfeited properties have not written off because of a waiting period for the owners to correct the outstanding balance.

Brice Grafstrom motioned to approve the treasurer's report. Oscar Ehrnst seconded; All in favor. Motion carried.

Caretaker's Update:

Glen Kastner reported that a dog went into the lake because of the aerator. Oscar Ehrnst asked if it can be relocated to a less risky area. An option is putting a fence up around the area, which would be complicated to remove in the spring. Power is also needed. For this year, the aerator has been posted in the paper, a \$500,000 insurance policy is in place and signs are up. Location will be discussed over the summer.

Brice Grafstrom stated that the new dividers are in the women's bathroom. The lounge looks good. Thank you to the parties involved.

Theresa Mages made a motion to approve the caretakers report. Jessica Tate seconded. All in favor. Motion carried.

Board Members Discussion:

The monthly amount of spending was reported by Jessica Tate at approximately \$9,754 based on an average of last year's operating costs including administration, taxes, payroll, utilities, repairs and maintenance. Last year we had roads redone at \$89,000 and this was not included, nor were higher projects. A reminder that costs fluctuate throughout the year; for example, payroll is higher in the summer, but electricity goes down and if it's a bad winter, repairs and maintenance are higher in the winter.

Construction Committee

Nothing reported.

Activities Committee:

Shannon Marklowitz reported a balance of \$480.53 in the activities account. Vending machines have been bringing in \$40-\$60 per week. Summer should bring in more money.

Shawnda Priglemeier will work on a google calendar to be posted on the website. Always looking for helpers. Upcoming activities include karaoke, a vender fair on memorial weekend and the flag raising and a cleanup weekend.

Brice Grafstrom made a motion to approve the activities committee report. Oscar Ehrnst seconded. All in favor. Motion carried.

Road Committee:

The committee is looking at pulling back trees, working on roads to create actual ditches and adding gravel. Jeff Zabinski reported a meeting with Brad who does the plowing. It was noted that some of the roads were not plowed yet as we are waiting for the bigger snow this weekend.

Theresa Mages motioned to approve the Road Committee report, Jessica Tate seconded. All in favor. Motion carried.

Documents / Declarations Committee

Kelly Daniels stated the committee needs \$862.17 to mail a poll to members. This cost includes paper, envelopes, documents, stuffing and mailing and was the cheapest quoted. The poll is based on updating the dues structure. There are 4 options; 3 for dues and one to dissolve the HOA. The committee is looking for input from members which will be presented to the Board and then the declaration and bylaws will be updated. This poll is expected to be sent within 10 days. It's a survey, not a vote. Information will be posted at the clubhouse, Facebook and the website in hopes to reach all members.

Oscar Ernst made a motion to approve up to \$900 for this mailing. Brice Grafstrom seconded. All in favor. Motion carried.

Capital Improvements Committee

The committee is checking on cost of pickle ball, updating the back gate to look more like the front gate, a possible shelter at Birch Park and updating the entrance to the shoreline to be more appealing. Need to see what works with the DNR, etc.

Melissa Ernst brought up moving the Board to Microsoft office and off of personal devices. This would eliminate personal liabilities for Board members, provide for HOA emails, keep history in a location, etc. Teams could also be used for recording meetings. The Microsoft suite cost is approximately \$5,000-\$6,000 to start. Annual cost would depend on storage and would be approximate \$500 per year. The internet does have the capacity to do live meetings now. Monthly licensing fees are about \$130 per license each year. We would need to determine how many licenses. Those to consider would be employees, board member positions without names, committees, etc. Records retention would need to be explored and could be part of an office manager position. Kelly Daniels said shared files access is the biggest benefit. Security would be in place. There are a lot of tools in the suite to utilize. This would also track who has access and when they accessed information.

Jeff Zabinski and Jessica Tate discussed the importance of doing this as we have a large committee. Brice Grafstrom noted that we should be in this century.

Melissa Ernst will be looking at the specific numbers and will bring it to the Board.

Old Business:

No old business.

New Business/Open Forum/Member's Opportunity:

There was a discussion on cleanup day. Last year we had two 40 yard dumpsters and a recycling bin from Crow Wing that paid for itself. Dumpsters were dropped off on Friday. We looked into dues being paid prior to dumping and it worked out well. Jeff Zabinski will talk to Crow Wing and check into costs and availability. Next month we will vote on June cleanup. Shannon will talk to Rob LaFleur about getting burgers.

There was an ATV class last fall. ATV Riders are willing to do a class on May 16th or May 19th. Jeff will work out the details and communicate.

Oscar Ernst motioned that the facility be used for the ATV class. Brice Grafstrom seconded. All in favor. Approved.

Jessica Tate brought up the office manager position. She will start creating a job description, posting, interviews, background check, etc. Rob LaFleur will assist.

Brice Grafstrom has had requests from members to use the clubhouse. Jeff Zabinski stated that we cannot charge because then it becomes a business. Members have the right to use it. There used to be a returnable deposit. If we find out there was damage, a quote will be gathered, the damage fixed and the exact amount will be taken from the damage deposit. This is a reimbursement, not income. For example, if Wayne spends 2 hours cleaning, we would charge his payroll amount.

Also, the clubhouse cannot be used for a public accommodation. It must be used by a member who must be in attendance for the event. Jessica stated that there needs to be protocols in place. In winter there is no water upstairs and the heat needs to be turned on. Brice said that there are temporary codes that can be used on the doors for a weekday event. Capacity also needs to be included in a draft contract. Lisa Washington will draw up a basic contract with deposit amount and information, capacity, what can be brought in, etc. A \$250 deposit is agreed upon.

Wayne Marklowitz brought up that a lot of property has been sold in the Park. The question is where do the fobs and welcome packets come in. Jessica updates the GIS and compares the report to QuickBooks to discover cash sales since there isn't a notice to the Park when this happens. Wayne will continue to pass out the fobs and Lisa Washington will provide welcome packets. Fob numbers are stored in QuickBooks.

Derek Thielen is wondering about purchasing Block 5, lots 8&9 from the Park which is all swamp land, to build a garage. Jeff Zabinski and Jessica will investigate to see if the out lots can be sold because they could be earmarked for future expansion and utilities. They will also check the bylaws. No taxes are collected on that property. If we can sell it, the recommendation is to check with the County because of wetlands.

May 2nd is being requested for Myron's celebration of life.

Brice Grafstrom made a motion to adjourn at 10:45. Oscar Ehrnst seconded; All in favor. Meeting adjourned.

Number of members in attendance (other than Board members) = 20

Next Meeting is April 11, 2026, 9:30 a.m. at the clubhouse.