

## **BOARD OF DIRECTORS**

The Board of Directors is charged with managing the Association's activities during periods between membership meetings. Our board consists of six directors elected for staggered three-year terms so that two directors are normally elected at each annual meeting.

In large associations, a board's role is primarily one of governance. The management of ongoing operations is usually assigned to a hired manager or management company. Because we are relatively small in size and the hiring of management personnel is cost prohibitive, we have been self-managed from the start. That means we rely on the directors collectively to manage our operations. Each of our directors has a primary area of responsibility, although it's not unusual for other directors to lend a hand wherever or whenever needed. Here is a list of our current directors, their titles, contact information, and their primary director and management roles.

### **MARK HOCHSTAETTER, PRESIDENT**

m.hochstaetter@lemar-estates.com

612-799-8870

As president, Mark is the Association's chief executive officer. He presides over meetings of the board and owners. The phrase "the buck stops here," applies to him. As a manager, Mark serves as the liaison with the Association's outdoor services provider.

### **ROGER JOHNSON, VICE PRESIDENT**

r.johnson@lemar-estates.com

763-639-4864

As vice president, Roger assumes the role of president if Mark is unable to serve. He is the Association's chief administrative officer, overseeing organizational and legal matters and facilitating annual reviews of the Association's financial records. As a manager, Roger works on governance issues, policy development, unit sales transactions, and insurance coverage.

### **NATE SANDAHL, SECRETARY**

n.sandahl@lemar-estates.com

763-486-7419

As secretary, Nate records the minutes of meetings of the board and owners. He maintains all archived records retained by the Association. He also serves as chair of the Architectural Review Committee (ARC). As a manager, Nate maintains the Association's website and other forms of communications with owners. He also manages the irrigation system, monitoring performance, making repairs, and scheduling operation to optimize results.

**JAY OLSON, TREASURER**

j.olson@lemar-estates.com

612-209-8409

As treasurer, Jay is the Association's chief financial officer, responsible for its financial assets, banking relationships, and tax compliance. As a manager, Jay handles all financial transactions such as receiving and depositing all funds, managing owner financial obligations, paying vendors, and preparing financial reports.

**DALE KITTELSON, MEMBER-AT-LARGE**

d.kittelson@lemar-estates.com

763-234-6191

As a member-at-large, Dale represents the interests of owners at board meetings. He also serves as a member of the ARC and is available for special assignments. As a manager, Dale oversees shrub and tree care throughout the property. He often trims reachable tree branches as needed.

**TOM ZERULL, MEMBER-AT-LARGE**

t.zerull@lemar-estates.com

612-779-1729

As a member-at-large, Tom represents the interests of owners at board meetings. He also serves as a member of the ARC and is available for special assignments. As a manager, Tom uses his construction skills and experience to oversee most construction-related projects, getting contractor bids and ensuring quality results.

**CONTACTING THE BOARD**

The board, and its officers and directors, generally prefer to be contacted via email. Because they are volunteers, their time is valuable. Your email allows them to respond at a time that works best for them. It also works well for you as the sender to create a thoughtful message, especially when you want that message to go to more than one person or even the entire board. That said, phone calls are acceptable when urgent matters arise.

If you simply have a question, please check our website at [www.lemar-estates.com](http://www.lemar-estates.com) before contacting the board. Questions can frequently be answered in the best manner if you first click on the owner resources section and then search the Q&A document found there.