

Monarch Cove

2020/2021 Committees

1. Grounds Committee

a. Summary of Duties:

- i. The Grounds Committee will be responsible for negotiating with, and overseeing, independent contractors that are retained by Monarch Cove for mowing, tree maintenance, snow removal and the general upkeep/maintenance of all property owned by Monarch Cove that has not been specifically assigned to another committee. All Monarch Cove roads, unless otherwise set up as a separate committee, will come under the purview of the Grounds committee.

(1) Chairperson – **Kristin Jacobi**

(a) Members:

- (i) Warren Vickery
- (ii) Alan Sieck
- (iii) Sandy Bowman
- (iv) Dean Hammer
- (v) Karen Taylor Burton
- (vi) Steve Eckardt
- (vii) Laura Callahan

2. Parks Committee

a. Summary of Duties:

- i. The Parks Committee will be responsible for reporting to the Board on the condition of all green space owned by Monarch Cove, whether or not that green space is designated as a park. If the green space has play ground equipment, the Parks Committee will report to the board on the condition of the play ground equipment, with special emphasis on the safety of the play ground equipment.

(1) Chairperson – **Allan Sieck**

(a) Members:

- (i) Dean Hammer
- (ii) Tim Jeffery
- (iii) Dave Harry
- (iv) Steve Eckardt
- (v) Kristin Jacobi

(vi) Tim Kennedy

3. **Sewer Committee**

a. Summary of Duties:

- i. The Sewer Committee will be responsible for negotiating with, and overseeing, independent contractors that are retained by Monarch Cove to clean and maintain the Monarch Cove sewer system. Calls related to sewer problems and issues and concerns relating to the sewer system will be directed first to the Sewer committee.

(1) Chairperson – **Charles Tixier**

(a) Members:

- (i) Warren Vickery
- (ii) Allan Sieck
- (iii) Mark Lemke
- (iv) Dan Bennett

4. **Water Committee**

a. Summary of Duties:

- i. The Water Committee will be responsible for negotiating with, and overseeing, independent contractors that are retained by Monarch Cove to maintain the Monarch Cove Water system. Calls related to water problems and issues and concerns relating to the water system will be directed first to the Water committee.

(1) Chairperson – **Warren Vickery**

(a) Members:

- (i) Allan Sieck
- (ii) Mark Lemke
- (iii) Dean Hammer
- (iv) Dan Bennett

5. **Spring Work Day Committee**

a. Summary of Duties:

- i. The Spring Work Day Committee will be responsible for scheduling and organizing the annual spring work day.

(1) Chairperson – **Dan Bennett**

(a) Members:

- (i) Debbie Earleywine
- (ii) Dean Hammer
- (iii) Mark Lemke
- (iv) Todd Murphy
- (v) Steve Eckardt

6. **Finance and Insurance Committee**

- a. Summary of Duties:
 - i. The Finance and Insurance Committee will be responsible for managing, organizing and recording the finances of Monarch Cove. The Finance and Insurance Committee will be the liaison with tax, accounting and insurance professionals. The Finance Committee will report periodically to the Board and Monarch Cove members on the financial well being, financial status and insurance coverage of Monarch Cove. All invoices/accounts payable will be directed first to the Finance Committee. The Finance Committee will then refer the invoices/accounts payable to the appropriate committee Chairperson for authorization to pay. All financial issues, unless otherwise specifically assigned to a separate committee, will come under the purview of the Grounds committee.
- (1) Chairperson – **Fred Shultz**
 - (a) Members:
 - (i) Paul Hansen
 - (ii) Tim Kennedy
 - (iii) Debbie Earleywine
 - (iv) Allan Sieck
 - (v) Sandy Bowman

7. **Marina and Marina Docks Committee**

- a. Summary of Duties:
 - i. The Marina and Marina Docks Committee will be responsible for negotiating with and overseeing independent contractors that are retained by Monarch Cove to install and maintain the marina docks and the installation and removal of hoists on the marina docks. The Marina and Marina Docks Committee will respond to DNR questions and issues as they relate to the marina docks. The Marina and Marina Docks Committee will be responsible for assigning hoist spaces to members and, when necessary, rescinding the prior assignment of Marina hoist spaces.

- (1) Chairperson – **Rod Earleywine**
- (a) Members:
 - (i) Dan Bennett
 - (ii) Dean Hammer
 - (iii) Warren Vickery
 - (iv) Mike Earleywine
 - (v) Dick Heuer

8. **Access and Access Docks Committee**

- a. Summary of Duties:
 - i. The Access & Access Docks Committee will be responsible for reporting to the Board on the condition of each of the seven Monarch Cove accesses and each of the Monarch Cove access docks.

- (1) Chairperson – **Mark Lemke**
- (a) Members:
 - (i) Debbie Earleywine
 - (ii) Sandy Bowman
 - (iii) Laura Callahan
 - (iv) Kristin Jacobi

9. **Memorial/Memorial Garden Committee**

- a. Summary of Duties:
 - i. The Memorial/Memorial Garden Committee will be responsible for meeting/working with individuals that express an interest in making a memorial contribution to Monarch Cove and in managing the receipt of memorials so that Memorial contributions can be used, to the extent possible, to create a Memorial Garden in the area of the Bell Tower.

- (1) Chairperson – **Kristin Jacobi**
- (a) Members:
 - (i) Debbie Earleywine
 - (ii) Paul Hansen
 - (iii) Gladys Shultz
 - (iv) Laura Callahan

10. **Ravine Committee**

- a. Summary of Duties:
 - i. The Ravine Committee will be responsible for reporting to the board on

the condition of the Ravine and in working with County, State, Private/Non-profit and Federal agencies to determine the best practices to preserve and protect the environmental integrity of the Ravine and how to best control the water flow through the Ravine.

(1) Chairperson – **Debbie Earleywine**

(a) Members:

- (i) Betty Lemke (Ward 1)
- (ii) Tara Hartman (Ward 1)
- (iii) Laura Callahan (Ward #2)
- (iv) Tim Kennedy (Ward #2)
- (v) Sandy Bowman (Ward #3)
- (vi) Fred Shultz (Ward #3)
- (vii) Virginia Sloan Perrin (Ward #3)

11. **Web Site Committee**

a. Summary of Duties:

- i. The Web Site Committee shall report to the board on the condition and operation of the Monarch Cove web site and will recommend ways to improve the use and operation of the Monarch Cove Web Site. If so directed by the Board, the Web Site Committee will be responsible for locating, negotiating with and overseeing independent contractors to design, maintain and operate the Monarch Cove Web Site.

(1) Chairperson – **Tim Kennedy**

(a) Members:

- (i) Michaela Brown
- (ii) Sandy Bowman
- (iii) Tara Hartman
- (iv) Paul Hansen

12. **Lift Station Committee**

a. Summary of Duties:

- i. The Lift Station Committee will report to the board on the condition and operation of the Monarch Cove lift station. The Lift Station Committee will be responsible for negotiating with and overseeing the independent contractors who maintain the Monarch Cove Lift Station together with the sewer lines that feed into and out of the Monarch Cove Lift Station. The Lift Station Committee will work with independent contractors to ensure that all sewer lines flowing into and out of the Monarch Cove Lift Station

are not restricted by waste, roots or mineral deposits.

(1) Chairperson – **Allan Sieck**

(a) Members:

- (i) Dan Bennett
- (ii) Fred Shultz
- (iii) Warren Vickery
- (iv) Don Richardson
- (v) Dick Ericsson
- (vi) Ivan Simpson
- (vii) Mark Lemke

13. **Policy Committee**

a. Summary of duties:

- i. The Policy Committee will report to the board whenever an issue arises that in the opinion of the Chairperson of the Policy Committee requires revision of an existing Monarch Cove policy or the creation of a new policy. Policy related issues may be referred to the Policy Committee by the Monarch Cove Board of Directors or by any member of Monarch Cove. If the referral is from a Monarch Cove member, the Chairperson will determine, if in the opinion of the Chairperson, the matter being referred requires revision of an existing Monarch Cove policy or the creation of a new policy. The Policy Committee will report to the Board on any recommended policy changes or whether a new policy is recommended. If an issue deals primarily with an existing Monarch Cove Committee, the Chairperson of the Policy Committee shall work closely with the Chairperson of the affected committee, before reporting to the Board.

(1) Chairperson – **Sandy Bowman**

(a) Members:

- (i) David Pearson
- (ii) Todd Murphy
- (iii) Virginia Sloan Perrin
- (iv) Paul Hansen
- (v) Tim Kennedy

14. **Street Repair Committee**

a. Summary of duties:

- i. The Street Repair Committee will be authorized by the Board to work with the engineer to plan, design and carry out the Monarch Cove street reconstruction project that is scheduled to be completed in the fall of 2019. The members of the committee will select a chairperson. The chair will be responsible for reporting to the board and will also serve as the contact between the board and the engineer .

(1) Chairperson – **Dan Bennett**

(a) Members:

- (i) Mark Lemke
- (ii) Allan Sieck
- (iii) Charles Tixier
- (iv) Warren Vickery

**Monarch Cove
Board Member
2020-2021 Committee Assignments**

1. **Dan Bennett** (*Board Term expires 2021*):

a. Chairperson:

- i. Spring Work Day
- ii. Street Repair Committee

b. Member:

- i. Water
- ii. Sewer
- iii. Marina and Marina Docks
- iv. Lift Station

2. **Jim Benz** (*Board Term expires 2023*):

a. Ex Officio All Committees

3. **Sandy Bowman** (*Board Term expires 2021*):

a. Chairperson:

- i. Policy

b. Member:

- i. Grounds
- ii. Finance and Insurance
- iii. Ravine
- iv. Web Site
- v. Access and Access Docks

4. **Debbie Earleywine** (*Board Term expires 2022*):

- a. Chairperson:
 - i. Ravine
- b. Member:
 - i. Spring Work Day
 - ii. Finance and Insurance
 - iii. Access and Access Docks
 - iv. Memorial/Memorial Garden

5. **Kristin Jacobi** (*Board Term expires 2022*):

- a. Chairperson:
 - i. Grounds
 - ii. Memorial/Memorial Garden
- b. Member:
 - i. Parks
 - ii. Access and Access Docks

6. **Tim Kennedy** (*Board Term expires 2021*):

- a. Chairperson:
 - i. Web Site
- b. Member:
 - i. Finance and Insurance
 - ii. Ravine
 - iii. Policy
 - iv. Parks

7. **Mark Lemke** (*Board Term expires 2021*):

- a. Chairperson:
 - i. Access and Access Docks
- b. Member:
 - i. Water
 - ii. Sewer
 - iii. Spring Work Day
 - iv. Lift Station
 - v. Street Repair Committee

8. **Allan Sieck** (*Board Term expires 2023*):
- a. Chairperson:
 - i. Parks
 - ii. Lift Station
 - b. Member:
 - i. Grounds
 - ii. Water
 - iii. Sewer
 - iv. Finance and Insurance
 - v. Street Repair Committee
9. **Warren Vickery** (*Board Term expires 2021*):
- a. Chairperson:
 - i. Water
 - b. Member:
 - i. Sewer
 - ii. Grounds
 - iii. Marina and Marina Docks
 - iv. Lift Station
 - v. Street Repair Committee