

**Board Meeting Minutes**  
***Owners Association of Elk Meadows***  
January 31, 2017

**A. Opening**

1. The meeting was recorded.
2. Roll Call: Joe Lange, President; Mike Cammack, 1st Vice President; David Mullings (via Skype), 2nd Vice President; Maggie Guscott, Treasurer.  
Guests: Walt Atwood, Jim Hayford, Peter Rowland (members).
3. Call for items from the board: None.
4. Open Forum: None.

**B. Formal Approval:**

**Motion to approve the December board meeting minutes:** David Mullings; seconded: Mike Cammack; motion passed.

**C. Treasurer' Report was accepted as submitted. Main points were as follows:**

1. Income and expenses continue to track with budget, with delinquent accounts being handled as usual.
2. After discussion regarding the two special assessments that were attached to two of the three resolutions voted on at the 2016 Annual meeting, the board elected to carry these out now, separate from the dues statements for 2017. These include the one-time \$100 to cover the R07092016 Document Revision Project currently underway and the one-time \$24 to cover the R07092016 Attorney Fees for Dispute.

**D. Committee Reports**

1. Water/Sewer, including license maintenance:
  - a. Jim Hayford asked that Elk Meadows assume the expense of maintaining the required level of professional licensing for the water system, an expense that he has, to this point, absorbed. The board decided that it is unreasonable to expect him to continue to do so, and therefore made the following  
**Motion to approve an increase in monthly fee to \$500 paid to Jim Hayford for maintaining the water system, and covering the expense of maintaining the required (level B) water license, effective February 1<sup>st</sup> 2017:** Joe Lange; seconded: Mike Cammack; motion passed.
  - b. Regarding the sewer system, Jim H also commented that, should Dan Barteshius decide to retire from the position of sewer system maintenance, he (Jim) would be prepared, and is already qualified with the required level D sewer system license, to take on that role.
2. Finance:

Maggie stated that she/we await feedback from Summit HOA Services (Murray Bain) regarding suggestions on the 2017 budget and the Capital Replacement Plan, particularly with respect to any impact on the 2017 budget. Walt Atwood reported that Murray has promised to contact her in the next few days regarding both.

3. Roads:
  - a. Snow plowing: Mike C reported that he has talked with Jonathan Discoe, who has agreed to plow up to the gate to the water tank hill and push the snow off to the east. The board confirmed the commitment to plow for access to homeowners' driveways.
  - b. Drifting snow and ice: Currently the plowing contract does not include these conditions, due to their unusual nature. The board will definitely see that next year's contract is revised to include such.
  - c. Speed bars: **Action:** Joe recommended that Mike C will talk with Tim Beene about options.
  
4. Conservation (as yet no chair):
  - a. Dark Skies: Peter R asked for board support and help in reminding the community of the significance and importance of this initiative.
  - b. Tree treatment: Peter also stated that he will initiate this project for the 2017 year. First steps will include contacting the forester and homeowners. Walt A pointed out the "elective" nature of the initiative and suggested we recommend homeowners to take a look at county-provided information in order to make their decisions to participate this year. In addition, in response to his request, **Motion to approve treating trees in the green space:** Joe Lange; seconded: Mike Cammack; motion passed.
  - c. Weed control: Peter reminded the board that we will need to spray for weed control this year.
  
5. Renters: No update.
  
6. Governance:
  - a. Walt Atwood reported that with the fourth draft of our governing documents nearing completion, he has
    - i. asked Pam dePena (as our webmaster) to create a website thread alerting the community to expect the documents soon; and
    - ii. started working on the community feedback mechanism in the form of an email survey followed by a "townhall" meeting (with David Graf in attendance to field critical questions).**Action:** The board needs to set a date for the townhall meeting such that the documents can be presented at the Annual meeting for vote.
  
7. Solar Project: The project is steadily coming online with a site re-inspection being the next scheduled event.
  
8. Communication:
  - a. Pam dePena is updating the community directory for a spring edition.
  
- E. Special Items**
  - a. Lot 14: Joe reported that Tim Beene has clarified with the county commissioner's office that this lot still needs to be surveyed, and that he (Joe) recommends this not happen until the spring.

- b. Proposed amendment of the Dispute Policy: the option of a dispute discussion taking place via teleconferencing will be incorporated in the Dispute Policy.
- c. Annual review of the Governing Policies: The policies were reviewed and approved by the board with few changes. New versions will be released within the month and put back up to the website for community information.
- d. The Annual meeting is scheduled for June 24<sup>th</sup> at the Ridgway Community Center, earlier than usual due to availability of locations.

**F. Items from A3, A4 above:** None

**G. Executive Session**

The Board went into Executive Session per Conduct of Meetings Policy, paragraph 5, item f, to discuss an item that would otherwise invade individual privacy.

**H. Adjourn**

This meeting being considered a January-February meeting, the next board meeting will take place at the Lange residence (30 Forest Hill Rd) at 6:30 pm on March 14, 2017.

Respectfully submitted: Maggie Guscott, Acting Secretary