

Owners Association of Elk Meadows
Board Meeting Minutes
June 14, 2016

A. Opening

2. Roll Call: Joe Lange, President; Guy Poulin, 1st Vice President, David Mullings, 2nd Vice President; Maggie Guscott, Treasurer, Diane Thompson, Secretary.

Guests: Walt Atwood, MaryBeth Davis, Peter Rowland, Helen Bowers, Tim Beene (members).

3. Call for items from board members:

- a. Sign location on road to the water tower.
- b. Richard Webber using EMHOA roads for access to Rosetti's property.

4. Open Forum:

a. Helen asked about availability of reserve funds (for projects). Maggie replied that our reserves need to be adequate to fund our capital replacement requirements as well as meet regulatory requirements of USDA; and that this is to be addressed as our documents are brought up to date with regulations; Elk Meadows' accountant and auditor have been advised.

b. Tim asked for board approval to put a culvert at the end of his driveway (which he would install and pay for himself as well as maintain).

Motion to approve of Tim's request: Joe; Guy seconded; motion passed.

c. Peter advised that the ditch/culvert on northeast side on Fawn Lane had breached its banks, and stated he will dig a berm to contain the overflow. Tim recommended notifying the CO Division of Water Resources.

d. Referring to the "Committee ratification" item on the agenda this month, Walt reminded the board of the past practice of having "Old Business" versus "New Business" - so items do not get lost.

B. Formal Approval.

Motion to approve minutes of May 17, 2016 EMHOA BOD minutes: Guy; Joe seconded; motion passed.

C. Treasurer's Report was accepted as submitted. Main points included the following:

1. Income is slightly under budget, but on track;
2. Expenses are as expected; discrepancies are largely a matter of timing. To this point, legal fees and snow removal costs have been slightly over budget. Referring to the rest of 2016, she advised to anticipate the extra sewer pump out exercise (recommended – and budgeted for - as a result of last year's pump out exercise); road maintenance (gravel, grading) which should be at or slightly above budget; and repairs in general which are tracking to be higher than budgeted.

Discussing the (September) sewer pump out exercise, Tim will discuss the logistics and get an estimate of cost as well as talk with Dan Barteshius as our contractor. Maggie will forward Dan's contract to Tim for his review.

3. David asked about a \$1400 expense line item, which Maggie will check out.

D. Committee Ratification

Correcting the error at the August 2015 board meeting regarding ratification of committees discussed/formed at the July meeting (which did not have a quorum), Joe confirmed

that indeed membership in those committee was discussed per minutes of that July meeting as attached, and should have been ratified in August.

Motion to ratify the committees formed at the July 2015 meeting: David; Joe seconded; motion passed.

E. Committee Reports

1. Water/Sewer:

a. Joe – we have plenty of water because all old water supply pipes were replaced. Peter commented that he understands a measuring instrument in water well #1 has gone bad, and the meter needs to be replaced. Tim will follow up on this.

b. Peter has almost completed weed removal at the sewer plant and mentioned that trash there needs to be gotten rid of through RECLA Metal, yet save stuff we may need in future.

2. Finance/Budget: (i) we'll start working on budget in September; (ii) capital replacement plan and reserves will be addressed/refined as an outcome of our document revision process.

3. Roads – Guy

a. Dan Choate came thru with grader and will come back soon to finish up. He will do the speed bumps.

b. Big equipment bulldozer trucks are cutting through Elk Meadows on our fire route. Guy questioned Richie on cutting through on private roads. Walt – there's no easement here. A right of way should be documented. Guy – there's no easement in the records. BOD needs to write a letter to Rosetti. Guy will write a letter and Joe will sign it.

4. Conservation

a. MaryBeth: requested we make available a free chipping service for EM community members. We'll contact Jamie Gomez about how to do this. When chipping, they'll leave the chips on people's property and the green space. We need to communicate to invite owners to sign up if interested. MaryBeth requested poster space at our upcoming annual meeting.

Motion to approve request for promoting chipping service and for space at the annual meeting: Joe; David seconded, motion passed.

b. Thinning of trees on Aspen Drive. MaryBeth noted that the trees are marked for cutting or trimming back, and asked for permission for Lonnie White to thin and to cut. **Motion to approve requests: Joe; Maggie seconded, motion passed.**

c. Joe commented on having noticed a dead Ponderosa Pine tree on Aspen Dr. that needs to be cut. MaryBeth will follow up to contact the property owner about removal.

d. Peter – Dark Skies Initiative: some homes here in EM are still too bright. He'll talk to the people. It's the law.

5. Renters: no update. Helen commented that any related document should be on a par with our governing documents and per CCIOA. Rick had prepared a skeleton notice for renters.

6. Communication – no update.

7. Governance – Walt reported on the status of project promotion: The committee reached out to those 97 folks who did not attend the meeting to answer of survey questions. About 10 people responded. 8 yes, 1 no. 39 people opened the survey but never completed it. We need to know how much support we have to move forward. We need 36 yes votes. We need to contact these people before the annual meeting to find out their vote. We should use the Web X in the future - do a training and promote more interest for using it.

Walt will invite Murray Bain to the annual meeting. And Joe will talk to him to present a short capsule statement.

F. Issues for Discussion –

1. All packets for the July 9 Annual Meeting have gone out. Maggie will build an agenda for the annual meeting. MaryBeth Davis agreed to act as parliamentarian for the meeting.

2. County Rd 5 – Joe called Lynn Padgett, County Commissioner, to become more involved in discussions and decisions - but no response yet.

3. Solar Project: David reported on two more visits scheduled within the week, one of a potential contractor and the other a user site visit, which will provide further data. After discussion regarding status of the visual impact study, underground pipe location, and expectations of further data, (1) **Motion for a board (email) vote by Friday regarding putting the project on the annual meeting agenda: Joe; Maggie seconded; motion passed.**

(2) **Motion to approve a \$500 cost for locates: Joe; Diane seconded; motion passed.**

Action: David committed to providing an updated brochure and introductory verbage to publish to homeowners asap.

4. Peter – weed control. Peter advised that it's the law that weeds should be controlled, with big penalties otherwise. He talked with Pest Away – minimum fee is \$1200 – who agreed that their work was largely wasted. Instead Peter offered to do the job using backpack spray equipment to spot hit the weeds - so only the weeds are hit. He presented the equipment that he would/will use, including safety equipment; total cost \$160 compared to \$1200. **Motion to approve Peter's proposal to manage the weed control project: Joe; David seconded; motion passed.**

5. Other items: Joe confirmed that he had fulfilled the commitment made at the last board meeting to respond to the Sprentall's with a letter showing the board's good intentions to work together with them, with the goal of moving major initiatives forward.

G. Items from A3 above.

a. Sign up to the water tank: **Motion to rescind the old BOD decision to post a sign at the foot of the hill up to the water tower: Joe; Maggie seconded; motion passed.** Joe added that, if a new sign is to be put up, the owners in the vicinity will determine the best placement and put the sign up.

b. Rosetti property access: Guy will compose a letter to Rosetti, copying Phyllis Copp, regarding Richard Webber's access via EMHOA roads, after verifying with the county regarding possible easements.

H. Executive Session. None needed.

I. Adjourn:

Motion to adjourn: Joe; Maggie seconded. Motion passed. The next meeting will be the Annual Meeting in the Ridgway Community Hall at 9:00am on July 9.

Signed by Diane Thompson, Secretary

Attachment

EMHOA

Notes from meeting, Saturday, July 18, 2015

Present: Joe Lange (president); Guy Poulin (1st VP) for half of the meeting; Maggie Guscott (secretary); MaryBeth Davis (Conservation committee chair). (Scott Withrow (treasurer) and Rene (2nd VP) both absent).

Due to lack of a quorum, no motions were made or actions taken. Items will be put on agenda for the August BOD meeting.

However, *topics discussed* included the following:

1. **Committees**, members, main purpose:
 - a. Finance: Guy, Maggie, Leo Brenneis (Joe to invite Leo)
 - i. Goal: Present 2016 budget to membership at 2016 Annual meeting
 - ii. Focus: Reserve Study update, new items for consideration (e.g., water system upgrade)
 - b. Governance: Walt, Joe, Baird Brown (Joe or Walt to invite Baird)
 - i. Goal: Work to ensure EMHOA compliance with CCIOA on an ongoing basis
 - ii. Focus:
 1. Contact Murray Bain re. first steps (document assessment, proposal for training/contract going forward)
 2. Sync with EMHOA Covenant #12 work (see below)
 - c. Roads: Guy, Rene, Peter Rowland (Guy to invite Peter)
 - i. Goal: Road plan & improvement (continued)
 - ii. Focus:
 1. Contractors for more effective solutions
 2. Speed and dust control: Possibility to speed “dips”?
 - d. Conservation & sustainability: MaryBeth, Peter Rowland, Belinda Chisholm, Ceann Ingram
 - i. Goals: Extend into subsequent years
 - ii. Focus:
 1. Tree treatment project extended to entire association
 2. Weed control project introduced and piloted
 3. Greenspace tree removal: Contact Collin Justman for schedule (Maggie)
 4. Dark skies initiative, sustainability: study and recommendation
 - e. Renters: Rick Greene, MaryBeth, Diana Reiboldt
 - i. Goal: Develop plan and recommendation
 - ii. Focus: What’s best for the association
 - f. Communications: MaryBeth, ...

- i. Goals: Regular newsletter (Laurie Sweetman) and website (David Mullings)
- ii. Focus:
 - 1. Regular publication of items of importance & interest
 - 2. Expansion of publicity to different aspects of interest, targets of communication

Submitted: Maggie Guscott, Secretary