

Elk Meadows Board of Directors Meeting Minutes – V2

August 19, 2021

1. Call to order 6:35 via ZOOM
 - a. Roll Call - In attendance, Board members: Stephanie Kissner, Maggie Guscott, Kim Stagg, Eddie Kemper
 - b. Visitors – Doug Bergh Lot 9, Peter Rowland Lot 438, Tammy Farmin Lot 421, Andrew Temple Lot 23

2. Call for items to be placed on the agenda by Board Members
 - a. Stephanie Kissner requested that a discussion about having chickens
 - b. Kim Stagg requested a discussion about a change in fencing on Lot 115

3. Open Forum (2 minutes for an owner to speak)
 - a. Doug Bergh summarized the drainage problems on his lot 9, and requested the BOD consider sharing the cost of a ditch to divert water runoff from the Forest Hill Road into his driveway; total cost estimate \$1700.00.
Motion of approve: Maggie Guscot; seconded: Kim Stagg, all pproved; motion passed.
 - b. Peter Rowland discussed
 - i. signage issues. He asked permission to move the Elk Meadows sign to the end of County Road 5a where Elk Meadows (Aspen Drive) begins. The Board granted permission.
 - ii. status of MCH packets; Board referred him to Diane Thompson, Chairperson of Environmental Comm.

4. Treasurers Report
 - a. Income/Expense Report
 1. *Income slightly ahead of budget.*
 2. *Delinquent accounts* being addressed on an individual basis:
 - a. Overdue accounts receivable is currently of the order of \$6,600, composed mainly of two accounts and several late semi-annual payments (July – December 2021).
 - b. Two accounts have legal expenses totaling approx. \$5,000: being assessed to the owners as incurred.
 - b. *Expenses:*
 - i. Main expenses this quarter:
 1. Water system: upgrade/replace problematic CL-17 chlorine monitoring system (anticipated in the Reserve Study)
 2. Well pump replacement and chlorine pumps for spring and well flow
 3. Sewer system UV sanitizers (anticipated in the Reserve Study)
 - ii. 2020 tax return

- iii. General Liability Insurance secured (Liberty Mutual) for 2021-2022.
 - c. Anticipated main expenses next quarter:
 - 1. Spring maintenance exercise
 - 2. Sewer pump-out (partial) in summer-fall, pending sewer team recommendation. (Money is set aside in pump-out account.)
 - 3. Access road improvement for lot 13.
 - d. Other items
 - i. Collection Policy update is underway to bring it into sync with the Declaration (main issue being clarification of financial charges attached to overdue dues bills (differentiating late fees from interest): First draft from attorney has been reviewed by the Board.
 - ii. Application has been made for renewal of D&O Insurance.
- 5. Formal Acceptance/Approval
 - a. May 2021 Board meeting minutes
 - Motion to approve: Maggie Guscott; seconded: Kim Stagg seconded, all approved; motion passed.
- 6. Committee Activity
 - a. Conservation Committee
 - i. MCH tree treatment packets for common space ordered; to be installed by forester. Diane Thompson has emailed Austen Shelby for update.
 - ii. Weed spraying to be scheduled
 - iii. Chipping program has been discontinued
- 7. New Business-Updates
 - a. Inspection Review: Properties with possible compliance issues are being handled on a one-on-one basis.
 - b. Lot 13 access road -widening issue
 - Andrew Temple will investigate and make recommendations.
 - c. Signage-Update
 - Fallen signs have been temporarily repaired. (Thanks Peter R.) Entry sign to Elk Meadows has been re-painted and is in place. (Thanks Pam dePena and Kim S.) Planning for signage is ongoing (see above).
 - d. Speed/dust control: Consensus is that gravel speed bumps were most effective in the past. Due to the shortage of gravel, the movable speed-bump will be used and moved periodically until gravel can be obtained for speed-bumps. (Thanks Peter R.)
- 8. Ongoing/old business
 - a. Water Report-system working well; well problems fixed
 - b. Sewer Report-system working well; UV sanitizers replaced

c. Roads Report- awaiting gravel and grading (delayed for shortage of gravel). Andrew Temple offered to be the Board member representative for roads. Peter Rowland and Andrew requested to be kept up-to-date.

d. Other items?

i. Chickens: Whether chickens should be allowed in Elk Meadows is an issue that needs to be asked and voted on by the membership since it would involve a change to our Governing Documents/regulations. The 2022 Annual meeting would be a possible venue for said vote. A member suggested to form a committee to develop and present the argument for chickens for membership consideration at that meeting.

ii. Fence Replacement on Lot 115: existing fence is to be replaced with a taller deer fence but remains in the same position relative to Forest Hill Road.

9. Projects

a. Directory: Eddie Kemper recommended to contract out the directory.

10. Regular Meeting Adjournment at 8:19pm

a. Next Board meeting November 18, 2021.

11. Executive Session as needed

a. The Board went into Executive Session per Conduct of Meetings Policy, paragraph 5, item f, to discuss items that would otherwise invade individual privacy. As a result of the Session, the Board will proceed with compliance issues per Enforcement Policy and attorney direction as necessary.

b. Board orientation for new Board members 2021-2022.

Respectfully submitted;
EMHOA Board, August 21, 2021