

**Board Meeting Minutes**  
***Owners Association of Elk Meadows***  
March 14, 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: None.
3. Call for items from the Board: Lot 4 road requirement (Mike C); call for fire department volunteers; formal homeowner apology (David M).
4. Open Forum: None.

**B. Formal Approval:**

**Motion to approve the January-February board meeting minutes:** Joe L; seconded: Mike Cammack; David M abstained (absent for part of the meeting); motion passed.

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

1. 2016 draft financial report revised to reflect 2016 expenses; summary of expenses related to the two special assessments approved at 2016 annual meeting (R07092016 Document Revision Project, R07092016 Attorney Fees for Dispute) is attached.
2. 2017 February Financial report shows income and expenses against 2017 budget; delinquent accounts report reflects additional late annual/semi-annual payments and are being handled as usual.

**D. Committee Reports**

1. Water/Sewer: Joe reported that both systems are in operational order.
2. Finance:  
Maggie reported that she has discussed the issues of updating our Capital Replacement Plan and the implications for the 2017 budget with Murray Bain ( Summit HOA Services) and awaits his feedback.
3. Roads:  
Speed bumps: Location and purchase of these will occur after considering input from homeowners and further discussion.
4. Conservation:
  - a. Tree treatment: Ceann and the committee are collecting homeowner agreement letters in readiness for ordering product in the next weeks. Based on bulk discounts homeowners will be billed accordingly.
5. Renters: No update.
6. Governance:
  - a. A date for the townhall meeting is being established such that Summit HOA Services (Murray Bain and David Graf) can attend to answer homeowner questions.

- b. The revised governing documents plus governing policies that were reviewed at the January-February meeting will be made available to homeowners prior to the above date.
- 7. Solar Project: David M reported that
  - a. The project came online February 7th. June 1<sup>st</sup> has been set for completion of construction to allow for remaining engineering questions to be resolved in a satisfactory manner.
  - b. SMPA rebate checks were received as promised in the amount of \$13,060.
  - c. A periodic report showing system performance will be published on the EMHOA website for homeowner edification.
- 8. Communication:
  - a. Pam dePena is updating the community directory for an imminent spring edition.

#### **E. Special Items**

- a. Lot 14: **Motion to ask delMont Engineering for a survey (quote)** to complete the required County paperwork: Joe L; seconded: Mike C; motion passed. Noted: alternate contractor: Larson.
- b. In readiness for the Annual meeting (June 24<sup>th</sup> at the Ridgway Community Center), a draft of the homeowner packet will be reviewed/discussed at the April board meeting. Alternative locations are being investigated to push the meeting into July; the membership will be notified accordingly.
- c. **Call for nominations to the board** will be initiated asap. Three officer positions will open as of that meeting and the membership is strongly urged to consider its obligation to EMHOA...

#### **F. Items from A3, A4 above:**

- a. Lot 4 road requirement: Mike C stated that Chuck DeVries (lot 4) is planning on starting construction in May and has a requested road access to that property asap. Pending receipt of construction plans and tap fees,  
**Action:** Mike C will get bids for a road up to lot 4 driveway and advise DeVries of plan and fee requirements.
- b. Call for fire department volunteers (via Jim Stephenson): **The fire department has renewed its request for a few homeowners to be the eyes and the ears of the community in terms of watching for fires.** The fire department emphasized that such volunteers are not expected to fight fires, but to alert the department and the community of the need for action. Homeowners should contact the fire department if they can serve this important purpose.
- c. Formal apology to the Sprentall's: Attached is the formal apology made to the Sprentalls for breach of Conduct of Meetings policy at the October board meeting (issue related to homeowner comments and time limits on such).

#### **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

The next board meeting will take place at the Lange residence (30 Forest Hill Rd) at 6:30 pm on April 11, 2017.

Respectfully submitted: Maggie Guscott, Acting Secretary

### **Attachment (C1)**

#### **ELK MEADOWS 2016-2017 Budget item summary**

*Emphasis: Special assessments voted on and approved at the July 2016 annual meeting*

	2016		2017	
	<i>Budget</i>	<i>Actual</i>	<i>Budget</i>	<i>Special Assessment</i>
<b>Management (document revision)</b>	\$3,000	\$11,268	\$7,000	\$12,700
<b>Legal (regular*)</b>	\$2,000	\$1,224	\$2,000	
<b>Legal (dispute resolution ***)</b>	---	\$3,017**	---	\$3,048

#### **Notes:**

1. \* cost of items such as audit review, unplatted lot discussions, filing of Colorado Secretary of State report, resolutions
2. \*\* \$1,135 to Hockersmith; \$1,882 to Graf
3. \*\*\*expenses attached to Sprentall dispute
4. In the *January through December 2016 Statement of Revenues & Expenses* draft report, legal fees related to the management documents were reflected as legal fees. This is being corrected as follows: \$8,301 is being transferred from the Legal Fees line item to the Management Fees line item to correctly reflect the purpose of the expenses. (This is the sum of payments of \$400 (Hockersmith) and \$7,901 (Graf) during 2016.) The above table shows this correction.

### **Attachment (Fc)**

December 22, 2016

Bob and Gail,

At its Dec. 20 meeting, the Elk Meadows Board of Directors discussed the interactions and strongly voiced opinions among community members at the October 2016 BOD meeting. Opinions among board members varied on the issue of providing for open and frank dialogue, and how we do that under policy. However, we all agreed that the emotional sentiments expressed on that night could have been conveyed in a more constructive tone and manner.

Based on that, the Board of Directors agreed unanimously to:

1. Apologize to you both for not conducting that portion of the October meeting strictly according to policy. We apologize.
2. Enter this apology into the community record, in the January meeting minutes.
3. Agree to a thorough review of the Conduct of Meetings policy, which it did on Dec. 20.
4. Agree that any board member at any time can raise a Conduct of Meetings policy question or alert.
5. To make every attempt in future open meetings to satisfy the spirit and intent of the policy; and
6. Affirm its intent to treat the both of you respectfully and no different than any other community members.

We sincerely hope you accept our apology and that we can all return to work constructively for the community's good. We share that goal. Please remember, our choice of a neutral location for the October meeting was under the intent to provide a fair hearing, and that board intent for fairness remains, and after this incident, perfected.

Sincerely,

Elk Meadows Board of Directors,