

## ELK MEADOWS HOA Board of Directors Meeting

August 15, 2019

1. Meeting called to order at 6:27pm
  - a. Roll call:  
In attendance: Scott Alamprese, Belinda Chisholm, Maggie Guscott, Ceann Ingram. Absent: Bill Stagg
2. Items to be placed on the agenda by the Board: Website and Advisory Committee
3. Items to be placed on the agenda by members: None
4. Treasurers Report:
  - a. Income is on budget
  - b. Delinquent accounts have been reduced to 2 major dues payment delinquencies plus less than 5 delinquencies in \$10/month/lot. Note to put in MM about the \$10 pay down not being optional as it was a duly voted on topic by the community at the 2018 Do-Over meeting.
  - c. Set up of two CD accounts has been completed (for each of the USDA-required Water Reserve accounts) and will net EM 2.27% per year for 3 years, This alleviates the need to raise Assessment increases by 2%/year “cost of living rises” (which was recommended by the Reserve Study).
  - d. Main expenses this quarter: Spring road maintenance (\$10,500) and General Liability insurance for 2019-2020 have been paid in full. (This leaves \$4,000 in the Road budget for fall maintenance.)
  - e. The 2018 audit is in process.
  - f. CPA transition is going smoothly; August financials, USDA extra payment, and dues disbursement are scheduled.
5. Formal Approval:
  - a. **Motion to approve May BOD meeting minutes: Belinda; seconded: Scott. Motion passed.**
6. Committee Launch plans/status
  - a. **Action: Belinda will draw up blank charters for the launch of this year’s committees.**
  - b. Committees will be launched in September after the August 24<sup>th</sup> 2019 Special meeting in order to enable members to continue to sign up.
  - c. Advisory Committee (per 2 above): The BOD will invite select community members to be on an advisory committee as needed.
7. New Business:
  - a. Special Meeting Aug 24<sup>th</sup>: Ceann and Patti Miranda will staff the sign in table. Scott will set up the sound system. Several-mail in proxies and E-proxies have been received.

- b. Governing Documents: The deadline for submission is August 20<sup>th</sup>. Next Step/action: **Belinda will contact the association attorney to file the new documents with the State of Colorado.** It is anticipated that this should be ready to announce at the Special, August 24<sup>th</sup> meeting.
  - c. New Policy on data breaches which has been recommended by CCIOA will be reviewed by the board and then by the community (via MM and website). The policy will then be signed in by the board (at the November regular board meeting) and added to the association's required RGPs (Responsible Governing Policies). **Immediate next action: BOD review.**
  - d. Security Fencing around water plant: 3 bids have been received. The board reviewed and compared the proposals with the intent of proceeding to install such fencing in response to the expected Federal Government Mandatory Actions in relation to US Terrorism Laws. This will be considered a capital improvement. **Motion to offer the contract to Top Notch: Maggie; seconded: Scott, motion passed. Action: Belinda to contact Jim Hayford to effect the decision to proceed and having the fencing installed.**
  - e. Water tower project: see below under 8g.
8. Ongoing/Old Business:
- a. Lot status:
    - i. Lot 419: Building approval (and requested variance) has been granted.
    - ii. Lot 441: A permit was given by the State of Colorado Plumbing Inspectors Office that is valid until December 31, 2019 for the outdoor toilet to be made compliant with Colorado Code. **Action: The board will follow up in January 2020.**
    - iii. Lots 8 and 12: An Access Road Survey will be scheduled when the owners submit plans to build.
  - b. Water/Sewer systems:
    - i. Jim H is requesting 3 bids to install electric power up to the water tank to protect the monitoring system from freezing each winter. Such capability is also being explored to enable the Association to pro-actively provide security per the US Terrorism Laws for utilities.
    - ii. A new charcoal filter lid will be installed to alleviate the sewer smell emitting from the tanks near Lot 506.
  - c. Fall Road Maintenance Plans: With a \$4000 remaining budget 3 bids will be sought for grading only, no fill or additional culverts at this time.
  - d. Snowplow plan/contract: 3 bids will be sought for the contract for this 2019/2020 snow season.
  - e. Repairs to propane tank at firehouse: This has not yet been repaired. The contractor and Jim H are scheduling this effort to take place this fall (Sept/Oct).
  - f. Dropbox upgrade-status: Not yet smoothly operating. Multiple back-ups of the Associations digital filing are being held outside of the cloud until the kinks are worked out.
  - g. Fire Hydrant/Cistern Project: A final determination shows that our current pipe system cannot sustain additional fire hydrants. Therefore (Plan B) a large (minimum 20K gallon tank) is now being researched: A Government Agency has

agreed to meet on the proposed sites at the end of August, after which estimates for the project and possible grants will be investigated.

- h. Weed Control/Spraying: The Conservation Committee has not yet reported on the plan for weed spraying by the County. In the interim, several owners have manually been pulling noxious weeds in the green spaces and along EM's roadways.
- i. Website (per 2 above): Belinda and Kristi have continued to work on cleaning up, updating and upgrading the website. Security has been increased and is working. New pages have been added to the public portion as items of community interest. More owner specific information has been put behind the extra security in the "owners" section and is ongoing. This exercise should be completed in ~~the~~ several more weeks.

9. For the Record:

- a. Fire Evacuation route walk-through scheduled with RVFD status: No update.

10. Meeting adjourned 7:50pm

- a. Dates for the 2020 board meetings will be set at the November board meeting (February, May, August, November were agreed to as the months of those meetings.)
- b. No particular items were put on the November meeting agenda, other than open/action items named in this August meeting.

Respectfully submitted, EMHOA BOD  
August 18, 2019