

# Elk Meadows Board of Directors Meeting Minutes

November 18, 2021

1. Call to order 6:35 via ZOOM
  - a. Roll Call - In attendance, Board members: Stephanie Kissner, Eddie Kemper, Andrew Temple, Maggie Guscott
  - b. Visitor – Kim Stagg, Lot 304
  
2. Call for items to be placed on the agenda by Board Members
  - a. No Board items
  
3. Open Forum (2 minutes for an owner to speak)
  - a. No member (visitor) items.
  
4. Treasurers Report
  1. *Delinquent accounts* being addressed on an individual basis:
    - a. Overdue accounts receivable is currently of the order of \$5,800, from two accounts and late semi-annual payment (July – December 2021).
    - b. Two accounts have legal expenses totaling approx. \$7,000: being assessed to two owners.
  
  2. *Expenses:*
    - a. *Expenses are under budget.* Main expenses this quarter:
      - i. Sewer pump-out (\$5,850)
      - ii. D & O Insurance secured (Cincinnati Insurance) for 2021-2022 at a lower premium than with RSUI (\$6,000 versus \$13,000)
      - iii. Access road improvement for lot 13 completed (\$2,200)
      - iv. Water and Sewer tap installation for 2 lots (\$7,000, against tap fees paid by owners)
      - v. Roads (\$5,300 + \$7,000)
      - vi. Legal – Collection Policy rewrite for clarity (\$2,000).
    - b. Capital projects so far this year total \$8,355 against items identified in Reserve Study for the period 2019-2022 (no additional capital improvement this quarter).
    - c. Anticipated main expenses next quarter:
      - i. **Snow Plowing** (new contract has been secured with Sako Excavation)
  
5. Formal Acceptance/Approval
  - a. August 2021 Board meeting minutes as presented. **Motion to approve: Maggie Guscott; seconded: Stephanie Kissner; all approved; motion passed.**

- b. Collection Policy as updated with legal advice (to come into line with wording of the Declaration, posted to web for review). [Motion to approve: Stephanie Kissner](#); [seconded: Maggie Guscott](#); all approved; motion passed.

6. Committee Activity

- a. Conservation Committee: Weed control (spraying) will be scheduled for spring 2022 to have best effect.

7. New Business-Updates

- a. Lot 13 easement completed for safer access/use; lot 9 drainage completed.
- b. Building guidelines packet is being created for any owner with an undeveloped lot (in case of a decision to build), to ensure current knowledge of regulations, both County and (Elk Meadows) association, and including links to useful websites. It was noted that, since the association strictly refers to the County in terms of compliance when building in Elk Meadows the packet will clarify the County's role and that of the association in regards to enforcement.
- c. Signage, speed/dust control: Plans for signage is ongoing; however, most action regarding signage and speed control (speed bumps) will start again in the spring after the snow (plowing) season.

Addition related item: It was noted that while it is the association's responsibility, in partnership with our snow plowing contractor, to set markers (in the easement) to point out any infrastructure that should be avoided when plowing, members should set additional markers for any particular location that should be protected or not used as snow dumping sites (such as trees, ...)

- d. Call for items for 2022 Annual meeting: Members are asked to consider items they would like to raise for discussion and/or vote at the meeting, such as chicken and livestock. In such a case they should develop a short argument/presentation to share at the meeting.

8. Ongoing/old business

- a. Water Report- All pumps, filters and electronic systems are functioning normally. The hill tank is 95% full. The average daily spring flow is 16,000 gallons. The average daily usage is 12,500 gallons. Three properties have excess water usage, owners have been alerted.
- b. Sewer Report- Bio filters have been cleaned; the plant is ready for winter Both U.V systems up and running, ensuring backup. Team will continue with sampling, compliance schedules and reports as required, also maintaining the plant.
- c. Roads report - The intent of the Roads team is to maintain our roads in a condition that is sustainable (steadily rebuilding the base over time) so that driving does not challenge the quality of life.
  - i. Snow plow preparation: Sako Excavation is ready to initiate plowing as required.
  - ii. Regarding ditches and spring drainage issues (in the spring), the Board will provide a format for members to submit their requests or point out problem areas related to ditches and

drainage so that the Roads team can be aware of same and do something about the various areas in a timely fashion.

d. Other items

i. Compliance issues continue to be handled on a case-by-case basis, with communication with the County and attorney advice and intervention as appropriate, the goal being to help members understand infractions and point out steps required to correct same; then maintain communication to move towards compliance.

As stated above (7b), the association's regulations when building refer to the County's regulations: To be compliant when building in Elk Meadows means meeting County building codes, driveway requirements, septic system requirements, and permits. Enforcement related to building is therefore first a County issue. The Board reinforces the County in enforcing County codes, going beyond that as an issue applies to our water, sewer, road systems, and takes legal action as necessary.

9. Projects

a. Directory: Members should send contact information updates and permission to publish (or not) to [emhoa.secretary@gmail.com](mailto:emhoa.secretary@gmail.com). Members wanting a copy of said directory should send their request to this same email address. The next directory will be available on or after mid-January.

b. Meadows Monday will be relaunched on a monthly basis thanks for Kim Stagg who will work with Kristi Martin, our web mistress, to publish same, starting on or around the first Monday of December. We will email blast the community to alert them to expect it! Various issue mentioned during this Board meeting will be noted in the December Meadows Monday.

10. Regular Meeting Adjournment at 8:30pm

a. Schedule of Board meetings for 2022 is as follows:

Tuesdays at 6:30pm MT.

February 15, May 17, August 16, November 15.

b. Annual meeting tentatively planned for July 9<sup>th</sup> (by Zoom and perhaps in person) or on a weekday evening at 6:30pm, date to be determined. The membership will be polled for the majority opinion.

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.

Respectfully submitted;

EMHOA Board, November 21, 2021