

**Board Meeting Minutes**  
**Owners Association of Elk Meadows**  
*April 19, 2016*

**The meeting was called to order at 6:30pm by Joe Lange.**

**A. Opening**

2. Roll Call

Board Members: Joe Lange President, Guy Poulin 1<sup>st</sup> Vice President, David Mullings 2<sup>nd</sup> Vice President, Maggie Guscott Treasurer. (Diane Thompson Secretary, absent)

Guests: Walt Atwood, Helen Bowers, MaryBeth Davis ((members)).

3. Call for items from board members: None.

4. Open Forum:

a. Helen Bowers requested a water usage report for her lots on a monthly basis.

Until this can be accomplished automatically, Maggie will pull of the information from Jim Hayford's Monthly Water Usage Report.

b. MaryBeth Davis recommended that the trees on Aspen Drive across from the Brenneis' property be thinned when Austin Shelby (Forester) is up next.

**B. Formal Approval**

1. *March board meeting minutes*

**Motion to approve minutes:** Maggie Guscott; seconded: Joe Lange; motion passed.

**C. Financial statements were accepted as submitted.** Due to the timing of this board meeting, only a brief review of monthly finances could be made, but show that

1. *Income and expenses* are as expected, and.

2. *Delinquent accounts* are being worked to reduce delinquency as usual.

**D. Committee Reports**

1. *Water/Sewer:* Joe reported that, per Dan Barteshius:

a. *Operation* of both the water and the sewer plants is satisfactory, i.e., both plants are in compliance.

b. Dan has changed labs for wastewater sample assessment because Grand Junction lab has not been getting results to him soon enough, causing compliance issues. The new lab is Enviro-Chem Analytical, Inc. also in Grand Junction.

2. *Finance/Budget:* No update.

3. *Roads:* Guy P reported as follows:

i. *Snow plowing:* Resulting from the emergency call for Jonathan Discoe to plow on Sunday, out of the contract period, Guy suggested that next year's contract be refined/modified to allow for such a situation, i.e., covering late spring (post season) snow removal as part of the contract for the final month.

ii. *2016 road maintenance:* While the emphasis this year will be in the Forest Hill Road area of Elk Meadows, other areas will be checked and fixed as necessary, such as pulling road base back from having been dragged by the snow plow over the winter. Guy recommended that we contract Choate for early May graveling and grading to fix/improve our roads for the summer season.

iii. *Speed bumps*: After discussion, the board agreed for Guy to decide with Choate on the choice of location and use of gravel that can be graded in in the spring and out again in the fall. As a pilot project, the results will be reviewed before next summer (2017) for conclusions as to success and an alternative approach as necessary.

**Motion to ask Dan Choate for an estimate for gravel bumps and a recommendation on location:** Joe Lange; seconded: David Mullings; motion passed.

**Actions:** Guy P will ask Dan C for the estimate. Maggie G will get a quote on signs to warn drivers of bumps.

4. *Conservation*:

*Tree treatment*: MaryBeth Davis reported that product is expected within the next two weeks and installation will follow thereafter.

5. *Renters*: No update.

6. *Governance*: Walt Atwood summarized the process leading up to the May 7<sup>th</sup> meeting with Murray Bain as follows: Reminder notices will go out by email and post card this next week to invite attendance, inform of FAQs, and let people know how to attend the meeting remotely via Internet. Manuel DePena and Walt are working on the operational details of the WebEx system to ensure that remote attendees can participate in the meeting, asking questions as necessary. At the close of the meeting attendees will be surveyed for their response and readiness to proceed to the next step.

7. *Communications*, as follows:

i. *Directory*: The board agreed that on an update to the directory in the near future.

**Action:** Maggie G will update Pam DePena on the board's decision.

## E. Issues for Discussion

a. *Calendar*: Guy suggested that an entry for mid-April be made to close and lock the gate up to the water tank (as the snow melts).

b. *Solar electric project discussion*: Helen Bowers and David Mullings stated that the original six vendors have been whittled down to three viable possibilities.

i. The board asked for the next step of setting up a committee to work with the three selected vendors for a closer estimate/bid that can be supported by the board and then presented to the community.

ii. While Helen encouraged moving ahead with a homeowner package and request for vote before the annual meeting, the board elected to ask for the committee work first, and to consider issues such as Guy's note on the importance of homeowner buy-in regarding visual impact, history of community expectations, and the significance of prioritizing projects.

**Motion to make a rebate reservation for \$250:** David Mullings; seconded: Joe Lange; motion passed.

**Action:** David M will set up the committee.

c. *Annual meeting*: First steps involve setting up a Nominations Committee for new board members.

**Action:** Maggie will talk with Diane about setting up the committee and orchestrating the process towards elections.

- d. *General Insurance Policy:* To ensure the policy to be renewed covers HOA buildings and equipment adequately, the board needs to reassess the replacement costs of same. Thus,

**Actions:**

- i. Guy P will assess replacement values for the buildings according to Marshall & Swift data;
- ii. Maggie will ask Jim Hayford for an estimate of the replacement values the equipment covered, as well as the life / remaining life of said equipment, the latter to be used in refining the HOA's Capital Replacement Plan.

**F, G. Items from A3 above**

Joe tentatively tendered his resignation but agreed to stay in place through the next month if not longer. No action was taken.

**H. Executive Session**

None.

**I. Adjourn**

There being no further business, the meeting was adjourned. The next regular meeting is scheduled for Tuesday, May 17<sup>th</sup>, 6:30pm at the Lange's residence (30 Forest Hill Road).

Signed by treasurer on behalf of secretary,  
Maggie Guscott