

**ELK MEADOWS HOA**  
**August 13 2020 Board meeting Minutes,**  
**amended September 26, 2020**

1. Call to order at 6:45 PM, virtual meeting
  - a. Roll Call-In Attendance Stephanie Kissner, Maggie Guscott, Kim Stagg, Eddie Kemper, Sebastian Wicklein, Jennifer Frisbee
2. Call for items by Board members: Call for Executive Session per Conduct of Meetings Policy, paragraph 5f (invasion of individual privacy)
3. Jennifer Frisbee: Fence repair, tree cutting, short-term renter management
4. Treasurers Report:

*Income ahead of budget; several delinquencies cured; 3 remaining, all with liens on them.*

*Expenses:*

  - a. *Accounting fee under budget (but will increase effective August 2020 as anticipated base on one year experience)*
  - b. *Road maintenance* expected to be on budget
  - c. *Categories over budget: Materials, Repair & maintenance* (capital expense of access road to lots 8, 12; water tap installations; sewer pump parts)

*2019 taxes filed*

*2019 audit complete*

*Director & Officers Insurance* (annual) application in process, due to renew October 2020)

*2021 Budget approved* by membership; formal long version to be prepared for accountant.
5. Formal Acceptance:
  - a. May Board meeting minutes; Annual meeting minutes: Motion to approve: Maggie G; seconded: Kim S; motion passed.
  - b. Conduct of Meetings Policy edited to remove reference to inability to guarantee service, per Mediation discussions.
  - c. Draft Rules document posted to web for member comment for clarification.
6. Committee activity
  - a. Fence report, 2 sections for repair (per Fence Committee Report, posted to web):
    - i. SW section needs major repair/replacement (to be negotiated with neighboring rancher)
    - ii. N section of floating fence can be repaired with volunteer assistance.
    - iii. In answer to a question about trees on the fence line, these are cut back as part of the association's responsibility to maintain the fence, or by request of property owners as part of this year's tree cutting project.
  - b. The Board agreed to the disbanding of the committees for trash, professional management, and rules, their purpose have been achieved
  - c. NEW: Jennifer Frisbee raised the question of short-term renter management. After discussion, she agreed to chair a new committee to organize and develop guidelines for such.

## 7. New Business

- a. Board orientation included:
  - i. Short discussion of how we handle the major areas of business, including compliance, communication, finance, water system, sewer system, roads, pointing our contracted services, and identifying areas of need.
  - ii. Calendar of activities as driver for Board action throughout the year.
  - iii. Roles were established as follows:
    1. Board Chair: Stephanie Kissner
    2. Secretary: Kim Stagg
    3. VP, Technology: Eddie Kemper
    4. VP, projects, as needed: Sebastian Wicklein
    5. Treasurer: Maggie Guscott
  - iv. Major areas of emphasis: Technology for more effective member data organization and access, records maintenance & backup; Coordination of communication and compliance initiatives.
- b. Clearnetworx update: While EMHOA will not be in the immediate DORA grant round (due to reduction in the grant as well as \$1M to get fiber to our location (not including implementation)), Clearnetworx remains committed to pursuing fiber on our community. More detail is expected.
- c. Speeding & dust control: The Board will continue to pursue options to bring to the community.
- d. Records Storage: While the Board agreed to a hard drive as a better alternative to DropBox, we are looking into the issue as part of the larger issue under 7a(iv) above.
- e. Compliance management: Part of 7a(iv) above.

## 8. Ongoing/Old Business

- a. Water report: Daily usage = spring flow (18,000 gallons); people are encouraged to check the monthly water usage report to ensure justifiable usage (and fix leaks if necessary)
- b. Sewer report: System is operating satisfactorily; while pump-out is not required this year, the option of partial pump-out is being explored for the future.
- c. Road maintenance: in process, including correction of driveway to road dips. In addition, the Board is looking into solutions for speed control, including speed monitoring, signage, mag chloride, ...
- d. Mediation status: Discussion on each of the four items continues in the topics of Financial Discrepancies, Reserve Study and sheds. The Professional Management Exploration item has been conducted as required, and Board decision presented (at the Annual meeting) and posted on the web. The Conduct of Meetings policy has been updated (see 5b above)
- e. Formal Complaints: all variously being resolved. Discussion to be continued in Executive Session.
- f. Safe for original documents: This will be purchased, per Board agreement to pursue at the February 2020 Board meeting.
- g. Directory: part of the larger issue under 7a(iv) above.

## 9. Calendar events:

- a. D&O Insurance application is being submitted to our agent.
- b. Contracts will be reviewed and renewed as appropriate.

10. Executive Session

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 review the status of the properties under question with our legal attorney and request an update from the County.

11. Meeting adjournment: 8:30 PM

Next Board meeting: November 12, 2020

Minutes respectfully submitted

KimStagg, secretary

August 2020