

Association  
Regular Meeting  
Jefferson Community Center  
March 26, 2011

The Regular Meeting was called to order at 11:50am by Debby Van Gundy. A quorum was established with the following Board members present: Cindy Gharst, Bruno Huber, Art Burnham and David Drake.

(Rich Schrieber attended the Annual meeting but resigned his seat on the Board for personal reasons and did not attend this meeting.)

**Member Participation**

The concerns regarding the Sheriff's patrol will be discussed as part of the 2011-12 Budget, under the Unfinished Business portion of the agenda.

**Consideration of Agenda**

No changes to the agenda were made.

**Approval of Minutes**

The minutes were approved with one minor change noted to clarify the legal expense for water in the budget work session notes.

**Vote Without Meeting**

A vote was conducted via email to approve the governance policies as drafted. The vote passed unanimously.

**Reports/Committees**

Architectural Committee

Terry Shumaker reported that there are two projects underway; neither of which has contacted him for approval. Terry will use the new complaint form, following the governance policies, to notify the owners.

Maintenance/Security

With regard to Security, Terry did not have anything to report. For Maintenance, he will be picking up the shingles to begin the work on the roof of the restrooms. Terry also noted that the picnic tables are still in good shape.

Welcome Committee

For the last year, there were 5 new property owners to whom packets were sent. She has \$46.97 cash and \$12.40 in stamps. The well-ownership change form/information will also be included in the packets.

**Unfinished Business**

2011/2012 Budget

Debby explained that when the budget was developed in January, there was an oversight in procedure and the Board did not officially vote to approve the draft that was sent to the members. More explanation about the budget process, an official vote for this particular budget, and modification to it by the new Board took place.

The concern about the Sheriff's patrol was brought up. Debby explained that off-duty officers perform the extra patrol. The purpose is to give the Sheriff's presence in the subdivision so that people see that we are serious about resolving some of the problems and complaints. Debby also reiterated that the Sheriff's deputies have the ability to enforce when laws are broken. The in-house security patrol is not able to write tickets nor does the Board want the in-house security patrol to be put in confrontational situations.

Terry spoke to quite a few people who think that cutting security patrol in half will not benefit the whole subdivision. It is only for just a few pockets where problems have occurred. Terry would like to keep the patrol in place and still do some police patrols. The in-house security patrol still looks for bear break-ins, doors open, etc. Some members recommend to keep the same in-house security patrol and cut back a few weekends of Sheriff's extra patrol.

More discussion took place regarding the exact costs, trying to balance both types of patrol at a reasonable cost. The intent at the time the budget was developed was to plan for the extra patrols, knowing that it was also experimental. The fact that the actual budget presented to the members defined a specific amount of patrols restricts the flexibility in managing this line item. If approved, the new Board can vote to revise the budget. Member comments were about keeping both; they also understand why involving Sheriff last year; perhaps only Memorial weekend.

There was a motion and a second to adopt the 2011-2012 budget as written. Three Board members voted yes; two Board members voted no. The motion passed.

#### Water Augmentation

Due to the nature of the discussion and attorney-client privilege the Board recessed the regular meeting and went into an Executive Session at 12:36pm.

The Board reconvened the regular meeting at 1:00pm

#### Adopt Treasurer's Duties for Inclusion in Governance Policies

The Board reviewed the job duties for the Treasurer. Discussion followed about including it in the Governance Policies.

There was a motion and a second to include the Treasurer job duties in the Governance Policies. The vote passed.

#### **Board of Directors**

At 1:08pm, the new Board members were seated and Art Burnham, Vice President, took charge of the meeting.

#### Election of Officers

The Board needs to elect a new Chairperson and Secretary. Art declined the nomination preferring to continue to work on the water issues. Dave Drake agreed to continue as Treasurer. After some discussion there was a motion and a second for nominations of each of the following officers:

President	Georgia Comstock
Vice President	Art Burnham
Secretary	Cindy Hause
Treasurer	Dave Drake

For each of the motions, the vote passed unanimously.

The new contact information needs to be updated in the Welcome Packet and on the website.

With the Secretary only being newly elected at this meeting, the Board asked Cindy Gharst to continue to record the minutes through the end of the meeting.

#### Financial Review

Debby gave Georgia various financial documents including profit/loss statement, balance sheet, detailed income, new chart of accounts, etc. to verify the financial records as of the meeting date. As mentioned previously, Debby, Dave, and Cindy Gharst have been working to setup the EROA books as of the new fiscal year in Quickbooks with a new chart of accounts and structure in order to utilize the built-in invoicing options. Previous Treasurer, JoAn Nall used a customized program to create the billing. The new setup will help to simplify the mailing and to bill the dues in the appropriate fiscal year. Debby requested the Board's approval to continue to work with Dave through the end of the month to complete the setup process.

There was a motion and a second to authorize Debby Van Gundy to work with the Treasurer, Dave Drake, through the end of the month on the Quickbooks financial setup. The vote passed unanimously.

#### Check Signers

The current policy is that the officers are the authorized signers on the bank accounts for the EROA. For any amount over \$500, the expenditure requires two signatures. Dave also advised that the CD will be renewed soon

and will need signatures updated. In continuing with the current policy, the Board agreed that the officers elected during this meeting will be the authorized signers. The bank will require the meeting minutes regarding the officers authorized so that signature cards can be completed.

#### Meetings Dates/Place

The Regular Meetings will continue to be held on the second Saturday of January, July, and October. The Annual Meeting and Regular Meeting for March will be held on the last Saturday in March. There was discussion about the cost which is \$20 for the facility estimating 20 people and \$2-3 per person for the number attending over 20.

There was a motion and a second to adopt the same schedule for the fiscal year 2011-2012 and to use the Jefferson Community Center. The vote passed unanimously.

#### Water Liaison

Art expressed that he would be willing to continue as the liaison to the water attorney on behalf of the Board. Discussion followed about the convenience since he lives in Denver and has been acting in this capacity since the water attorney was retained.

There was a motion and a second to maintain Art Burnham as the liaison to the water attorney on behalf of the Board. The motion passed unanimously.

#### Sheriff's Office Liaison

The purpose of the liaison is to provide the schedule requested for extra patrol, receive reports, sign the Memorandum of Understanding and to be the contact person for the Sheriff's Office. The Sheriff's Office has requested one point of contact.

There was a motion and a second to appoint Georgia Comstock as the liaison to the Sheriff's Office regarding the coordination of extra patrols for the subdivision.

#### **New Business**

##### Newsletter

Debby Van Gundy will complete the Spring newsletter and Nall Consulting will print it. As mentioned previously, the EROA needs a new editor if the newsletter is to continue. If not, more information could be used on the website. Another idea was to send a letter from the Board with pertinent information to keep Members informed.

##### Picnic Area Set Up

Bruno Huber and Terry Shumaker will get the picnic area and tables set up as the weather starts warm for the late spring/summer.

##### Consideration of Other Job Descriptions to Add to Governance Policies

The Board discussed that all of the officers duties should be attached to the Governance Policies. Georgia will start to put an outline together to start with the President. The Board will work on each position. Cindy Gharst will help to put together the duties for the Secretary.

##### Providing Information to Web Master

The Board needs to appoint one person to be the contact to send information to the Webmaster. The type of information include the financials, minutes, changes in officers, etc. Nall Consulting will also assist setting up the EROA email forwarding to the Board's individual email addresses.

#### **Items of Concern from Board Members**

##### Extra Patrol by Off-Duty Sheriff's Deputies

The budget item for extra patrol by the Sheriff's Office is an item of concern because of the impact on reducing the in-house security patrol. The Board discussion continued about the specific dollars tied to the number of patrols in the budget item; the current in-house security mileage and contract amount; and flexibility within the total dollars to have both types of patrol. Whereas the off-duty deputies would randomly patrolling on holidays or weekends, the

in-house security patrols during the weekdays.

There was a motion and a second to maintain the current in-house security patrol not to exceed 4 times per month which is estimated to be \$3,500 and the excess budgeted dollars will be available for extra patrol with the Sheriff's Office. The vote passed unanimously.

Burn Pit

The burn pit is no longer open. Indian Mountain Recreation District operates it. Art recommended that one person be appointed to represent EROA on this issue. Dave Drake agreed to be the representative and he was appointed by Georgia as such.

With no further business, the Regular Meeting was adjourned at 2:2pm.

Respectfully Submitted,

Cindy Gharst  
Acting Secretary