

SILVERHEELS RANCH OWNERS ASSOCIATION
BOD Meeting Minutes
September 18, 2021, 9:00 am
Call in 267/807-9611, Access code 354205

Call to Order: The Conference Call meeting was called to order at 9:02 by Board President Jackie Burghardt. In attendance by phone were Vice President Rob White, Secretary/Treasurer Mike Peterson, Board members Kylie Pontius and David Wissel, and Alternate board member Zach Loos.

Approval of Minutes of July 17, 2021 phone conference meeting: Jackie asked for approval of the July 17th meeting by the members who were present: Rob White, Mike Peterson and Jackie Burghardt voted to approve the minutes as written.

The minutes from the September 11th short Board meeting held immediately after the Annual meeting are not available for review and will be deferred until the next meeting.

Treasurer's Report: Mike presented the BOD Treasurer's report he created and shared with the board, showing a total of \$219.80 in income made up of \$80.00 2022 annual dues and \$139.80 in 2021 past dues paid since the annual meeting. Mike reported he has made a change to the business checking account from a High-end account that required a minimum balance of \$5,000 to a Small Business checking account that allowed for a minimum balance of \$1,500, to avoid a \$15.00 bank service charge for our balance below \$5,000. The bank waived the service charge.

Jackie brought up the point the annual budget cycle is from September 1 to August 31 of each year, so the expenses paid after September 1 should be reported in this year's reports. Mike will modify the report for the next meeting to include all income and expenses occurring after September 1st.

Past due notices- Establish procedure for late pay per bylaws: Mike provided everyone with a listing of the 5 properties with unpaid dues for 2021 to date. Mike explained the procedure he had been following was to send the Annual Dues Notices on December 15th of each year with a due date of January 15th. The Board agreed that we should follow the Bylaws Section 7 on Assessments: "If the assessment is not paid within thirty days after the due date, the assessment shall bear interest from the date of delinquency up to the legally allowed maximum percentage rate per year."

Mike will send a reminder in the newsletter, as well as send an email reminder out on January 15th with a grace period until February 15th. He will file a lien against the owners of Lots 17 & 18 who are 2 years past due.

ACC Report – Comments on ACC Projects Update: Jackie will forward the ACC Project log that she had received earlier and we will accept it as the report. We should request the log gets sent to the entire board vs. Jackie only.

Maintenance Report – Alan Pederson: Mike reported that Alan & Kim are both recovering from COVID and he has not been driving the road picking up trash lately. Mike reported he drove the entire subdivision the previous weekend and did not find any trash to be picked up.

Roads Committee Report: Jackie mentioned that Laura Biewick has volunteered to continue working on roads issues with the county, and Jackie requested volunteers from the board to work with her. Kylie volunteered to get involved and report back to us at future meetings, and Zach Loos also volunteered to get involved.

Unfinished Business

Short Term Rentals notice to membership; List of properties: Jackie commented that two members had reported their Short-Term rental information to us and we need to send notifications to the others that we know about, asking for their emergency contact information. Mike responded he only knew of one property that provided us their information. Dave reported that he had gone to the county offices and asked for a list of Silverheels properties and was told they don't have the data available yet. Dave volunteered to be the contact person on this issue and work on a process to get the contact information for us to use. Mike will send out an updated Owners List to all board members.

Amended Covenants Review Committee II: Jackie asked that we all look at the email to membership regarding the Zoom meeting for creating a new Covenant Review Committee. The first meeting will be an introductory meeting, then more meetings for the committee to address the issues. Jim Burghardt and Kylie will get together and revise the initial email blast to send out.

Website: Kylie wants to work on the website and will be happy to work with us to get it updated and working better. Mike will get in contact with Kylie and get the project rolling.

New Business

Discuss election results: Jackie reported that there was an issue with the election, due to us running out of ballots. Mike ran out of printed ballots at the meeting, so he handed out slips of paper for members to write in names that they wished to vote for. Mike reported at the beginning of the meeting the quorum was 55 owners present and 32 proxies, but as members continued to join the meeting the final counts were 38 proxies for a total 93 votes.–It appeared there was a fairness issue with everyone not receiving the same ballots. Jackie spoke to our Attorney and she said we could either redo the election by sending ballots to all eligible members, or the Board could find that all members present at the meeting had equal opportunity to ask candidates questions and to know who was on the ballot. All board members were asked their opinions and it was decided that the Board would review the ballots

received and do our own recount. A meeting is scheduled for October 9th at 1:00 p.m. at the Big Timbers Building at 548 Front Street, to recount the ballots.

Evaluate Annual Meeting – Takeaways for next year: The biggest takeaway is the way we handle the ballot, appointing 3 neutral observers to count the ballots and provide them with adequate instructions to complete the process, with separate ballot sheets for each election issue, and a specific ballot box to submit the ballots. Another suggestion was to bring back the Annual meeting feedback sheets that we have had in the past but did not this year. Maybe adding a feedback section on the website would be a good thing.

Establish new Newsletter Committee: Jackie asked if everyone thought a Newsletter Committee would be a good thing for us to do, as opposed to everyone submitting something and Mike compiling it into a newsletter format as had been done in the past. Kylie suggested creating a board position that is dedicated to outreach to the members for the website and newsletter. Jackie suggested that Kylie write up a proposal for this position on the board and we can review it at the next meeting.

Annual Timeline: Mike will send out the most recent Annual Timeline for everyone to review and we will discuss it at the next meeting.

Next Meeting: The next meeting is scheduled for October 9th at 1:00 p.m. at the Big Timbers Building at 548 Front Street, to recount the ballots.

Adjournment: The meeting was adjourned at 11:17 a.m.