

SILVERHEELS RANCH OWNERS' ASSOCIATION
MINUTES OF BOARD OF DIRECTORS' MEETING ON 11/6/23 at 5PM

548 Front Street, Fairplay, CO

(Minutes approved by email to speed publication to Members)

Next Meeting: Monday, January 8, 2024 at 5PM at the address above.

Minutes:

- I. **Call to Order:** Board President Lesley Hall called the meeting to order at 5:03 pm. All Board Members (President Lesley Hall, Vice President Lane Mathison, Treasurer Ann Erdle, Secretary Jude Biggs, Board Member Jeff Togie, and alternate board member, Lou Pugliese) were present. Jude participated by phone. Quorum met.
- II. **Membership Comments:** No guests joined the meeting, so there are no membership comments.
- III. **Secretary's Report (Jude):** Jude reported that she has been sending out welcome packets with a new welcome letter to new owners. She also has been updating the master mailing list and the list for email communications (some members prefer not to receive emails). Several new members have asked to be listed in the directory. A new directory that has all updates for 2023 should be ready in January 2024 and will be sent via email to those members who are in the directory and who have provided the SROA with their email addresses.

Approval of September 25, 2023 Meeting Minutes: The Board re-approved the minutes of 9/25/23 by a 5-0 vote. It also approved the practice of finalizing minutes of Board meetings when possible via emails among Board members, so that minutes can be released more quickly, rather than waiting to approve minutes of a meeting at the next board meeting.

- IV. **Treasurer's Report (Ann):** Ann explained two reports: (1) the balance sheet as of 11/6/23 and (2) the YTD income statement. (Both to be posted on the SROA website and attached to these minutes). She explained that an expense for the past fiscal year appears in the current income statement, because a bill for fish stocking was received late and paid recently in the current fiscal year. The Board discussed whether to renew the certificate of deposit (which matures on December 5, 2023) for a higher interest rate.

Approval of Financial Statements and Renewal of CD: The Board approved both financial statements 5-0. It also approved by a vote of 5-0 the renewal of the CD in December with the TBK Bank. ,

V. Old Business

- A. Mike Petersen Memorial Bench (Lane):** Lane reported on his research for purchasing a bench or picnic table, and options for each.

Approval of Purchase of Bench: The Board approved the purchase of a bench that will be durable and attractive - made of powder-coated metal with plastic on top, with a design that allows snow to melt and pass through. Cost is expected to be about \$548, including shipping. Lane will donate materials and labor to mount the bench. The Board will ask for donations in the next newsletter to help cover the cost of the bench, as several members who knew Mike Petersen well have asked if they could help with the memorial bench. Dave Wissel has said he will pay for a plaque.

- B. Records Retention and Storage (Lesley):** Lesley led a discussion on what records should be retained and in what form. The 8 boxes of Mike's records have been moved from his old house to Lesley's and Ann's. Both Lesley and Ann have done some initial review of Mike's boxes and Kylie is looking for electronic records that need to be reviewed. (Thanks go to Lesley, Ann and Kylie!). Lesley also reviewed the Colorado statute that governs what records must be maintained by a non-profit organization in Colorado (C.R.S. 7-136-101) and made a list to help sort Mike's records into various categories (keep permanently, keep for a defined period, keep if appropriate, etc.).

- C. Fall Newsletter (Jeff):** The Board thanked Jeff for pulling together and distributing the fall newsletter. It has been distributed to members who have provided email addresses. Jeff is starting work on the winter newsletter, and the Board discussed ideas for articles and photos to publish in that newsletter. Members who wish to suggest articles, topics, photos, etc. are most welcome - please send ideas to the Board at board@silverheelsranch.org.

- D. Website Updates (Lesley):** Lesley has drafted revisions to the FAQs and other pages on the SROA website so statements on the website are consistent with the new covenants. After discussion, the Board approved her draft. Lesley will finalize and work with Kylie to post the revised information on the website. The Board also approved the practice of approving such revised text via emails among Board members, to be able to make website changes more quickly.

- E. Executive Session (Jude):** The Board held a short executive session (off record and privileged) to discuss the status of filing informational tax reports. Jude will continue to research and will report back to the Board once the issue is more clearly understood.

VI. New Business

- A. **Payment of Home Owners' Association liability insurance premium:** Lesley will handle.
- B. **Filing of Annual report with the Colorado Secretary of State:** Lesley will handle.
- C. **Mailing Dues Notices:** Dues are due by January 15, so the Board will mail out notices before December 15, to give members at least a month to pay. Payment notices will be sent with a letter that explains that a one-time penalty of 12% will be applied if dues are received after January 15. The mailing will also include a request for email addresses. Ann, Lane, Jeff, and Jude will meet to work on the mailing on a weekend in December.

VII.

- A. **Weed Sprayer:** The Board discussed how to find a volunteer for spraying common areas in the spring. A request for a volunteer was posted in the fall newsletter. Lou said he may be able to help. The Board would pay for all supplies. Jeff will handle.
 - 1. **Culverts and Roads:** Lesley has been in touch with Park County Road and Bridge concerning the poor state of our roads. The County recently has lost experienced employees and is short handed. She was told that Silverheels residents have not been calling in for help, and that we should. Members need to be polite when calling, but they should not wait for neighbors or others to call.
 - 2. ***Want to report a poor section of road in Silverheels? Call the Park County Road and Bridge department at 719-836-4277.***

The meeting adjourned at 6:30PM. Respectfully submitted, Jude Biggs