



Big Elk Meadows Association
Saturday, December 12th, 2020
Meeting Minutes

09:05 Call to Order by President

- Quorum verification – (Board members attending): Faughnan, Johnstone, Sommers, Forsberg, Broome, Clevenger, Saylor and Davis
- Board members not in attendance: Ellis
- In Attendance: P. Cyphers, P. Gill, B. & B. Tolle, D. O’Neill, C. Paddock, G. Christensen, C. Loomis, R. Leonard, L. MacLeod, G. Scoma, C. Sees, P. Albiges, R, Bailey, D. Werner., E. Jacobson, S. Davis, S. Leonard, B. Christenson, P. Flanagan and V. Darling-Orth.
- No request for Executive Session made.
- Approval of this Agenda – First motion by Director Clevenger with requested changes made, and second motion by Director Forsberg. President Johnstone called for the vote, all in favor.
- Approval of September 17th, 2020 Meeting Minutes – First motion by Director Faughnan and second motion by Director Saylor. Discussion. President Johnstone called for the vote, all in favor.

09:15 Member Communication

- D. O’Neill – Tables at picnic ground are stored during off season. Recommended new benches be collected and stored as well. Director Faughnan stated removing benches seasonally could be taxing on the staff. Securing memorial benches will allow for member use year round and will make it more difficult to relocate.

Requested personal boats currently stored at the lakes, not being used during off season be removed from lake-front and stored at the member’s property until season starts. Boats being stored lake front not only take away from the landscape but could be damaged during inclement weather. D. O’Neill also suggested amending the rules for removal of boats at lake-front during off season. Rather than taking additional time from this meeting, he asked the Board discuss at a later time.

- P. Albiges – In preparation of the meeting, reviewed all reports provided on the BEMA website. Regarding the power surge that took place on November 25, does the Board or community know straight away when an event of this nature occurs and does it have a negative impact on water? If not, should the community be advised straight away? Operations Administrator P. Flanagan stated the power surge had *no* impact on water quality. Water quality tests out perfectly. If that were ever to change, the Community would be notified immediately.

When they purchased their home in August, the Albiges did not know about the debt BEMA had and believes the debt should be reduced with funds currently in the bank, stating the loan should be paid off ASAP. Director Clevenger advised as per State law/CCIOA, financials are provided either at closing or during the sales process. President Johnstone advised the reserves are in place for emergencies. The reconstruction loan has been paid down in order to accommodate for reasonable payment rates.

- G. Scoma – Expressed his excitement over the reconstructed office and complimented the way meetings are being run electronically with verbiage being displayed.
- G. Christensen – Read a statement regarding transfer/transaction fees and vote made by Board, along with rescinding of vote. R Bailey supported G. Christensen’s statement:

On October 22, 2020, I received the Member Communication stating that the BEMA Board had voted and approved a 1% transaction fee on property sales starting January 01, 2021. I was both surprised and

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appalled by this Board action. Apparently I was not alone as was indicated out on Facebook and the petition being circulated to rescind this unethical and definitely not equitable action of the Board.

I understand this Board is made up of volunteers, but you lost focus on the fact that you represent the Big Elk Meadow membership and the need to properly communicate actions such as this transaction fee for membership review, comments, and a vote.

Thankfully, based on the November 21, 2020 Member Communication, the BEMA Board contacted their HOA Attorney and based on the legal feedback provided, the Board came to your senses and rescinded this 1% transaction fee. There is now a date to properly communicate and get Big Elk membership involvement and feedback.

*I look forward to the January 09, 2021 Virtual Long Term Planning Town Hall Meeting.
Respectfully,
Glenn Christensen*

09:34 Master Calendar

Board review of the Master Calendar – Annual HOA registration to the State is due.

9:35 Communications Committee

Director Sommers reviewed the Communications Committee report on behalf of the committee. Work is being done at the sand shed regarding the antenna/tower. Final permitting for this project has been received from Larimer County. Completion date not yet established for this project. Starlink, a satellite internet constellation being constructed by SpaceX to provide satellite internet access, is still progressing. By the end of January to the beginning of February, Starlink will be opening a block of data invite. Members may consider preparing by downloading the Starlink app. This will assist members in determining if they have tree(s) blocking access for this service. Member S. Davis provided information on cost of equipment for use of Starlink. Member C. Sees inquired to the services provided for the cost of Starlink. Internet services only are provided through Starlink with speeds between 50 – 100 mb. Typical latency for VOIP phone services is 30 milli-seconds. Technology through Starlink is far greater than current services being provided. Services provided by both XBar7 and Starlink are coming in at close to the same time. President Johnstone advised ViaSat has increased their speeds for better services in order to compete with the incoming services.

Director Faughnan advised Director Ellis has stepped down from the Board and will be moving. She then thanked Director Ellis for her service to the Board and community. Director Sommers also thanked Director Ellis for all her work in document retention and stated he planned to pick up some of the tasks previously assigned to Director Ellis after the first of the year.

09:47 Friends of Big Elk Committee Report

Director Faughnan presented the Friends of Big Elk Committee report on behalf of the committee, turning over to Director Saylor who reminded the 2021 BEMA calendars have arrived, are available at the office for pick-up and purchase. Director Faughnan expressed gratitude to Director Saylor for her work on the calendars stating this was a community builder project and funds will be utilized for current projects being worked on by the Committee. Board review of projects under the Committee. Board discussion of memorial benches and securing of benches throughout community. Due to frozen ground, benches cannot be secured but will be addressed in the spring after freezing.

Dog Park – Survey to gauge membership thoughts on a prospective park, do members wish to have a park and are they willing to support this project fiscally. Committee is waiting on Boards input before presentation to the community. President Johnstone discussed the importance of member input on all subject matters and the Boards need to balance all input in putting forth decisions made.

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09:55 Office Committee Report

Director Broome presented the Office Committee report on behalf of the committee. Certificate of Completion delayed two months due to confusion on the office address. Remaining punch list items include touch up paint, cabinets and foyer door closure. Furniture, internet and phones are in. Funds returned from Aldrich due to tasks being performed by volunteers. Relocation of the trash compactor to be completed soon. Once the door closure is installed, the foyer and restroom will be unlocked 24/7. North room will be available for meetings soon. Scheduling of meetings will be done through the office. Cabinets and counters are in process and will be installed in the foyer. Director Clevenger expressed gratitude to the Office Committee for their work and the Community for their support and patience during this project.

10:00 Operations Committee Report

Operations Administrator P. Flanagan presented the report on behalf of the committee as requested by Director Forsberg. Ops Admin Flanagan addressed the significant power surge that took place on November 25 and stated the Water Treatment Plant has fully recovered, compressor and Ion Exchange are fully operational. The Variable Frequency Drive (VFD) was a fail point. Recommended addressing in fairly short order, a quote has been requested through IXOM. Discussion on three water leaks and causes. All water testing results have returned as good. TSS tests results have been high with Decembers returning as GOOD. BEMA was proactive in re-plumbing and reprogramming the Memcor Unit to keep BEMA in compliance with the State. Johns Well will be up to complete the Steel Tank project which will allow BEMA to continue with accustomed water storage during repair of the underground cement tank.

Johns Well provided a revised quote for this project as the original did not accommodate for the correct pump needed. Director Clevenger requested a full and clear plan with expenses and a due date on the steel tank restoration project.

Due to power outage, sander was successfully loaded manually during storm. Main road was graded after precipitation.

The new trash compactor site is ready for relocation of the compactor. Transition of office from the fire station went smoothly. Operations Administrator P. Flanagan thanked the Board and Community for the new office and support of the staff.

Review of Admin responsibilities and accomplishments.

10:11 Finance Committee Report

Director Clevenger reviewed the Treasurer's report and balances on account along with the Finance Committee report on behalf of the committee. Preparation is being made for the 2021 – 2022 budget. EE Health insurance discussed as per increases which are split with EE's. Board review of rate schedule and discussion of previous increase to the transaction or transfer fee. Review of current rate and review of accuracy according to CCIOA. Review of Late Fee and revisit of previously voted-on increase. Committee plans to have these items addressed by February. Board discussion on pay down of the CWCB loan. Current funds left on account being reviewed for reduction on balances and reduction in payment costs. Discussion on reconciliation process. Committee is working with Claussen and Associates, making adjustments as needed. Physical inventory completed by Operations. Capital purchase plan has been developed. Reserves are in a strong position to move forward as planned. Committee will begin to finalize budgets in February for all committees.

10:24 Long Term Planning Committee Report

Director Faughnan presented the Long Term Planning Committee report on behalf of the committee. Board discussion on presentation which has been revised and reviewed for additional input. Board has approved presentation to the community on January 9th, from 10:00 am to 12:00 pm. A recorded presentation with C. Loomis

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narrating will be sent for community review prior to the January 9th Town Hall meeting and will again be presented during the meeting. Community Q & A will follow and a community survey will be shared following the meeting to get additional feedback. A second Town Hall meeting will be schedule for further discussion and community input.

The Community is in good shape for basic operations including water processing and facilities maintenance. The Committee on behalf of the Board will present potential future capital improvements beyond what is currently funded and is looking to understand what the community's interests are and how to fund those interests.

Board vote on rescinding Transaction fee was taken at the LTP Committee meeting and is listed in the Committee report. Further Board discussion on transaction fees from home sales and how funds would support future projects.

10:29 Old Business – Review of Action Item List

Board discussion on closing the office committee.

Director Clevenger motioned to dis-ban the Office Committee and to absorb any further actions into the Board and Operations. Director Forsberg seconded the motion. No further discussion. President Johnstone called for the vote, all in favor.

Board review and discussion of the Action Items list.

10:33 New Business

Director Forsberg announced that a significant impact on his business has occurred due to a second COVID-19 lock-down and he will need to step down from the Board. He will continue his efforts over the next few weeks but needs to place his focus elsewhere. Director Forsberg will coordinate with all groups in regard to his exit strategy. Director Faughnan expressed gratitude and appreciation for his work on the Board. President Johnstone will step back in to oversee Operations. Director Clevenger advised there are openings on the Board to finish out current term until May. Director Faughnan advised a Member Communication will go out regarding openings on the Board stating work on the Board is work but is rewarding. Director Clevenger stated quite a bit of major projects have been completed or are near wrap up. The Board is getting back to general business which is managing the Meadows effectively.

10:38 Adjourn Meeting: First motion by Director Broome, second motion by Director Clevenger, all in favor.

Next Board meeting is on Saturday, January 16th, 2021 at 9:00 a.m. location TBD.