



Big Elk Meadows Association
Saturday, March 20th, 2021
Meeting Minutes

09:00 Call to Order by President

- Quorum verification – (Board members attending): Paddock, Johnstone, Sayler, Clevenger, Davis, Sommers, Broome and Faughnan
- In Attendance: R, Leonard, S Leonard, B. Tolle, J. Murphy, E. Murphy, P. Cyphers, P. Gill, P. McDaniel, C. Loomis
- Staff in Attendance: Flanagan, Darling
- Request for Executive Session made by Treasurer Clevenger for the purpose of final review of budget for 2021 - 2022.
- Approval of this Agenda – First motion by Director Sayler, and second motion by Treasurer Clevenger with requested changes made. Discussion. President Johnstone called for the vote, all in favor.
- Approval of February 20th, 2021 Meeting Minutes – First motion by Treasurer Clevenger and second motion by Director Sayler. No discussion. President Johnstone called for the vote, all in favor.

09:10 Member Communication

- Fire Wise Board Representative Clevenger attended a Fire Wise meeting and presented information learned. Board discussion on restoration of Fire Wise certification with plan on how the community is addressing mitigation.
- R. Leonard – Snow removal. Spoke with Larimer County on plowing of CR47, obtained copy of BEMA contract with Larimer County then questioned board and staff on previous information provided regarding this task. Treasurer Clevenger stated he would like some clarification for work being performed by BEMA on CR47 and obligations regarding Larimer County and the contract held for plowing. President Johnstone invited R. Leonard to join the Operations Committee which he agreed to do.
- E. Murphy – Presented questions about the office and staff.
- J. Murphy – Stated his understanding on Board executive sessions, budgeting and being transparent.
- P. Gill – Here to support committees he is on.
- P. Cyphers – Inquiring about incident report previously submitted. President Johnstone stated part of the report had been addressed with additional items are in progress.
- Select and Motion Committee Chair for Lot Maintenance Committee.

Treasurer Clevenger motioned Lot Maintenance Committee be moved under ARC as a sub-committee. Director Broome seconded the motion. Discussion. President Johnstone called for the vote, all in favor.

- Annual Meeting, Saturday, May 29, 2021 Preparation Discussion – Secretary Faughnan would like to have all Directors and Committee Chairs begin preparing their presentation and will look into holding an in-person meeting at the Fire Station if permitted by Larimer County. If not permitted, the Board will need to prepare for an online meeting. Review by the Office Administrator of the Annual Meeting Notice and Annual Meeting Packet. Notification will be sent out in Member Communication requesting volunteers for Committees and Directors.

09:30 Master Calendar

Board review and discussion of the Master Calendar with focus on March/April



09:45 Communications Committee Report

Committee Chairman Sommers presented the Communications Committee report on behalf of the committee with review of Starlink and success of the service, speeds of service, level of latency and meeting capability. Beta program has ended and full program expected to be open sometime later this year. Additional input from member S. Davis on quality of service. No recent information provided by xBar7 to the Committee regarding services. Committee observation is little progress is being made.

Member P. Cyphers questioned status of the document retention plan. Committee Chairman Sommers stated due to scheduling, progress is slow going. Board discussion on Work Order program.

10:00 Operations Committee Report

Operations Administrator, P. Flanagan presented the Operations Committee Report on behalf of the Committee with review of water testing and results. Impact of power outage during recent snow storm and impact on water reserves, frozen water lines/meters, roads and equipment.

10:15 Finance Committee Report

Committee Co-Chair Clevenger presented the Finance Committee Report on behalf of the committee starting with review of the Treasurers report.

Overview of the Finance Committee, budget and Actions Items. Board discussion on prospect of paying down of CWCB loan. Communications with Boulder County on funds for Sunset Dam. Board review of items added to the budget. CPI index is at 1.4%. Board discussion on an increase in Annual Assessments to reflect a COLA which is minor and should be considered. Committee expects to be prepared for the audit come November. '21-'22 Budget should be finalized in the next week or two and will be shared with the community in the Annual Meeting Packet mailed in April. Committee finds the BEMA's financials to be in "GOOD" condition.

10:23 Long Term Planning Committee Report

Committee Co-Chair C. Loomis presented the Long Term Planning Committee Report on behalf of the committee advising 109 out of 167 responses to the LTP survey were received. Committee is pleased with the number of responses and is working on compiling information for presentation to the Board in long form. After review by the Board, a power point presentation will be prepared for the Community and introduced at the next Town Hall meeting. Committee Co-Chair Faughnan expressed gratitude to C. Loomis for his work on compiling the information. Member J. Murphy thanked the LTP for working on the survey and getting it out to the membership.

Secretary Faughnan motioned the next town hall be held on Saturday, April 24, 2021 in an online forum, Treasurer Clevenger seconded. No further discussion. President Johnstone called for the vote, all in favor.

Notification for the town hall will be sent through a member communication. Link for meetings will also be listed on the website under Member Communication. Further discussion and questions regarding various information provided on the website. Both members and Directors thanked Web Administrator T. DeVore for her extensive work on the BEMA website.

10:52 Water Rights Committee Report

Committee Chairman Davis presented the Water Rights Committee report on behalf of the committee. Board discussion on priority and lake levels. Brief discussion on run-off and capacity in lakes with uncertainty if BEMA's rights will be in priority during run-off. Due to COVID-19, ISH annual meeting was not held although updates and this year's capacity, release and funding requirements were provided by hard copy through USPS to BEMA.

Big Elk Meadows Association

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11:10 Old Business – Review of Action Item List

President Johnstone stated a lot of work has been done on the Action Items List which has been updated for ease of each committees use.

- Administration
- Communications
- Social Activities
- Friends of Big Elk
- Operations – Recycling compactor has been budgeted for this year. P. Flanagan to follow-up this week with Waste Management for project.
- Reconstruction
- Financial
- Long Term Planning
- Architectural Review
- Governance
 - Rules violations, guidelines on enforcement and penalties or fines Committee
- Lake Health & Fish Habitat
- Lot Maintenance
- Water Rights
 - Irrigation

11:16 New Business

Director Sommers reminded members BEMA plows interior roads, member driveways are not included in that plowing. The end of each driveway is the responsibility of each homeowner. Staff is willing to assist with the end of each driveway as time permits. Driveways being plowed are done by other community members. Director Broome also reminded members the recent snow storm is not unusual as typically there are two to four storms of this nature in the spring. Members should make contingency for spring snow storms.

Note: The Board directly addressed concerns from member P. Albiges in an email to C. Faughnan dated March 19, 2021.

11:21 Adjourn Meeting: First motion by Director Sayler, second motion by Director Broome, all in favor.

Next Board meeting is on Saturday, April 17th, 2021 at 9:00 a.m. location/on-line forum TBD.

5 Minute Break

11:26 Executive Session

Respectfully submitted,

Secretary of the Board of Directors