



**Big Elk Meadows Association  
Saturday, July 16th, 2022 9:00 AM  
Board of Directors Meeting Minutes  
Board meeting held at Firehouse and Online**

**Board Action outside of Regular Board Meeting:**

**Email voting** Clevenger motions that we accept the fence contract with “Custom Fence” for \$17,979 so that work can continue with the tennis courts. Sorenson seconded. Please respond with “aye” “Nay” or “Abstain” by 5:00 pm Monday June 27. Failure to respond by 5:00pm will have the same effect as abstaining in writing into this motion. Six Ayes, six Abstains, motion passes.

**On-line Executive Board Meeting**, June 29, 2022 made by Cyphers – legal issue

**On-line Executive Board Meeting**, July 13,2022 made by Cyphers - legal issues.

**09:00 Call to Order by President -**

- Quorum verification – Board members attending: Battaglini, Campie, Clevenger, Cyphers, Evertson, Isenhart, Mason, McCutchen, McDaniel, Sayler, Sommers, Sorenson.
- Board members not in attendance: (Excused absences)
- Members in Attendance: C. Loomis, D. Wray, E. Murphy, C. Faughnan, L. McCutchen, B. Tolle, M.A. Grimes, B. Reilley, B. Christenson, C. Isenhart, Brian Knott
- Staff in Attendance: P. Flanagan
- Request for Executive Session made by Isenhart and McCutchen for the purpose of Employee matter and Member Financial matter.
- Approval of Agenda first motioned by McCutchen, seconded by Isenhart. Discussion Cyphers call for vote. All in favor.
- Approval of June 18th, 2022 Meeting Minutes – First motion by Campie and second motion by Sorenson to approve the Minutes. No Discussion. Cyphers call for vote. All in favor.
- Discussion on the timing and process of producing and issuing Minutes. The secretary will use notes and recordings. The goal is to deliver the minutes to the Board within 3 days. The Board should review and make comments within 5 days of receiving the draft.. The minutes should be ready for publication on the website within14 days of the Board Meeting..
- Discussion of drafted Minutes published on the BEMA Website for members was tabled. Clevenger motioned Governance Committee about permitting the draft form published on website before it is approved by the Board, Campie seconded. Cyphers call for vote. Evertson nay, remaining Board in favor. Motion passed.

### **9:24 Member Communication**

- B. Christenson letter-presented by Sorenson regarding the south shoreline of Mirror Lake damaged in the 2013 Flood. Operations and members to tour the area, devise a plan to clear this shoreline and 10' easement, taking into consideration the safest way, time and cost to clear the downed timber.
- L. McCutchen thanked the Board for their service.
- K. Battaglini- Read his letter as a Member to the Board.
- E. Murphy- Questioned if audit is done. Cyphers response - still in progress, need close out, clean-up, taxes and reconciliation. End of year timeline.
- C. Loomis- 20 trees dead on BEMA land along the entry road down to Mirror Lake. Operations and firewise will check into clearing the trees.
- C. Faughnan- When will aeration on Sunset Lake happen? Weeds are bad on the patio at the office. Tabled, Operations and Lake Health will address.
- D. Wray- Appreciates the venue of the meeting. The road conditions are good. Policy on drones- Governance will look into it. Boats not secure or tagged, Operations and D. Wray explore lake shores.
- C. Isenhart- Minute of silence for the 20<sup>th</sup> Anniversary of Big Elk Fire and loss of lives of Gordon Knight, Milt Stollak and Rick Schwartz.

**9:55 BOD Signing Code of Conduct** All Directors present signed sheets and turn into Cyphers for his signature.

### **9:56 Motion in of Committee Members:**

- ARC Committee Co-Chair Mason- moved Barrett Rodgers, Matt Boshinski, Cathy Faughnan, Meredith Campie as Members of ARC Committee. Cyphers calls for vote. All in favor.
- Communication Committee Members motioned in by Cyphers- Devona Sayler, Meredith Campie, Christa Isenhart, Paul Cyphers as Members of the Communication Committee. Cyphers call for vote. All in favor.
- FireWise Committee Chair Clevenger- motioned in Collin Isenhart, Cynthia Ray, Elaine Murphy, Jim Murphy as members for FireWise Committee. Cyphers calls for vote. All in favor.
- Finance Committee Co-Chair Evertson motioned Curt Loomis, Mary Ann Grimes, Pat Sorenson, Paul Cyphers, Dan Wray as Members to the Finance Committee. Cyphers call for vote. All in Favor.
- Friends of Big Elk Chair Evertson motioned Curt Loomis, Devona Sayler, Cathy Faughnan, Catherine Paddock, Elaine Murphy as Members of Friends of Big Elk Committee. Cyphers calls for vote. All in favor.
- Governance Committee Co-Chair Clevenger motioned Devona Sayler, Mary Ann Grimes, Bobbie Heisterkamp, Meredith Campie as Member of Governance Committee. Cyphers calls for vote. All in favor.
- Lake Health and Fish Committee Chair McDaniel motioned Meredith Campie, Roy McCutchen, Angie Francis, Mike Oatley, Paul Flanagan, Lou Santoriello, Laura Pool, Jeff Harbert as Member Lake Health and Fish Committee. Cyphers calls for vote. All in favor.
- Long Term Planning Co-Chair Clevenger motioned in Melinda Tolle Rothchild, Pat Sorenson, Catherine Paddock, Cathy Faughnan, Ken Battaglini, Kirk Mason as Members of Long Term Planning. Cyphers calls for vote. All in favor.
- Operations Committee Co-Chair Sorenson motioned Curt Loomis, Ken Battaglini, Dave Evertson, Dan Wray, Paul Cyphers as Members of the Operation Committee. Cyphers call for vote. All in favor.
- Social Activities Committee Chair Campie motioned Judy Sorenson, Jen Martin, Jeanne Christenson, Devona Sayler, Elaine Murphy as Members. Cyphers call for vote. All in favor.
- Water Rights Committee Co-Chair Sorenson motioned Roy McCutchen, Paul Flanagan, Victoria Darling, Ryan Sommers, Selina Davis, Ray Merry as Members. Cyphers calls for vote. All in favor.

- HR Ad Hoc Committee Chair Isenhardt motioned Roy McCutchen, Paul Cyphers, Meredith Campie, Devona Saylor as Members. Cyphers calls for vote. All in favor.
- Clevenger stated that all committee reports should state the next meeting of the Committee at the bottom of the report.

**10:16 Master Calendar-** all scheduled items on time for completion.

**10:19 Communications Committee Report** presented by Cyphers, X-Bar's no firm schedule, new computers in office, Water Meter Reading and BEMA Website maintenance and posting projects, being acted on.

**10:25 Social Activities Committee Report-** presented by Campie, will create a Community Calendar for website, monthly get-togethers. Discussion: By law, the HOA must present 1 hour of education per year for the community.

**10:28 Operations Committee Report** presented by Sorenson, Hickory Drive will be surveyed by Battaglini and Sorenson in August. Baseball field tabled, sent to LTP. CO-47 close to paving. Old pool heater still being used.

**10:40 Long Term Planning Committee Report** presented by C. Loomis. The East tennis court has good cement, its potential use tabled. Gabe Gibson, transporter, of 3 pieces of equipment to auction July 22-25, auction August 3-4. Net earnings on sale maybe \$18,000- \$20,000. Test strip has been tabled for more information.

**10:56 Common Area Group** was approved to help Operation, LTP and Governance Committees with recommendation of common area projects. The group will determine a charter and decide if a full committee was needed. To report back at the August Board Meeting. Members are Clevenger, Saylor, Battaglini, McDaniel, Isenhardt, Sorenson, Mason, and Evertson. Sorenson presented maps of BEM common areas.

- B. Reilly asked if there was a way to keep costs down? Member to send letter on his concerns.

**11:05 Finance Committee** presented by Evertson. Remote check deposit being implemented. Insurance policy deductibles and coverage need to be reviewed, to lower cost. McCutchen presented the Treasurer's report.

- Questions about income from Dietzler - G. Christensen to provide monthly progress and income report.

**11:13 HR Committee** presented by Isenhardt. The evaluations on employees were completed by McDaniel and Sorenson for Operations and McCutchen and McDaniel for Office AdMin. Job completed and added to July Board Docs..

**11:15 ARC Committee** presented by Mason. Retooled ARC form online, tracking, spreadsheet. ARC email address established for direct access between Members and ARC. Acknowledgement is in lieu of signature on forms.

**11:34 Incident/Violation Management** presented by Cyphers. All incident/violation reports will go to the Board. McLeland tree stumps: McLeland, McDaniel and Operations work to remove it to the slash pile, McLeland will pay for usage of standard \$75 an hour. Dog off Leash has been taken care of, and documented.

**11:47 Governance Committee** presented by Battaglini. HB1137- slight changes governing documents. STR will be examined again.

**12:00** Campie excuses herself from the Board Meeting.

**12:05 Friends of Big Elk Meadows Committee** presented by Evertson. Finance put Friends of Big Elk Fund as a line item. Tennis Court donations have reached their goal.

**12:08 FireWise Committee** presented by Clevenger.

- The COSWAP Program will set dates up for their work in the Horse Pasture, competition will be 2023.
- Clevenger moved - to accept the liability waiver on the chippers used for community programs, basically a program allows individual Members of our community to borrow one of two chippers to use in mitigation around their homes, and have to sign a waiver to use the power chipper. Seconded by Isenhart. Discussion, Cyphers called for vote. All in favor.
- Affirmation from Board to do 200' of thinning of trees directly behind owner's homes, on Common Areas as approved last year. Need to advise Operation of mitigation.
- Operations to survey the horse pasture gates and fencing. Gate is damaged. Fence is missing in locations. Clevenger stated several years ago Sam Schwab and Larry Wimp were working on the fence when conflicting survey information was discovered on the lot line. This is a security issue as ATV's from Johnny Park come up there in through the meadows.
- Tabled idea of \$250 assessment to get fire mitigation done by homeowners.

**12:27 Lake Health and Fish Habitat Committee** presented by McDaniel. Aquatic Associates checked all lakes, in good shape.

**12:30 Water Rights Committee** presented by Sorenson. Meadow Lake will change levels about 1.8-9' as needed to downstream water users and upper lakes will not change except for evaporation. Water Commissioner of District 4, Jean Lever, is to visit Big Elk Meadows at 9:30 Tuesday, July 19,2022 and meet with Sorenson and any other interested Members of the community.

**12:40 Unfinished Business-** Septic system inspection and clean out for part-time residents is being reviewed by Governance. Board was advised that BEM does have spreadsheets that show water usage for each residence for the past 10 years. The data will indicate if the residence is full time and part time and will be used for the review by Governance.

**12:44 Adjourning Meeting-** First motion by McCutchen, second motion by Isenhart. Cyphers called for a vote. All in favor.

Next Board Meeting August 20th, 9:00am location TBD.

**Executive Session-** Employee matter and member's financial matter.

**Amendment to June 18, 2022, Minutes.** McCutchen returned to the meeting at 9:09am, after advising C. Isenhart and V. Darling the meeting proceeded without the internet.