



**Governance Committee Report**  
**October, 2022**  
**Bobby Clevenger, Ken Bataglini Co-Committee Chairs**  
**bobbyc@bigelkmeadows.org**

**Charter:** To support Big Elk Meadows in effectively managing the governing documentation of the association and to act as a liaison for any legal or regulatory issues or concerns that may arise and come before the Big Elk Meadows Board of Directors.

**Members:** Bobby Clevenger, Ken Bataglini, Meredith Campie, Bobbie Heisterkamp, Devona Saylor

**Governance Committee Meeting**

Several meetings were held in October to discuss the action items facing the group. Action Items currently being reviewed on the agenda are:

- HB 1137 document changes – Filing requirements under review
- Short Term Rentals – Actively defining terminology
- Employee handbook – final editing completed
- Violation Policy – Submitted to the Board
- Develop policy on drones in Big Elk – In process – gray areas and hard to define
- Fire rules – Submitted to Board for approval.
- Define what creates a legal action or attorney need – In process
- Work with Secretary defining policy on meeting minutes. – In process

**Action Items:**

HB 1137 – Filing has been delayed due to meeting requirements related to implementation.

Short Term Rentals - Ken has been continuing his work to define language in our governing documents. Renter, lodging and guest are terms being defined. A review of past governing documents confirmed desire of BEM to not have guest rentals. May need to change rules and regulations for consistency with By-laws. **Board Discussion**

Employee Handbook – Reviewed again for content related to terminology on PTO and sick time. **Board to review**

Violation Policy – Document generated and preliminarily approved by the Board. Need to implement change into Governing Documents. **Will need signatures from the Board accepting the policy.**

Officer Descriptions – A document has been generated defining officers based on non-profit organizations. It also includes defining Governance Officer. It has been sent to the Board for review. **Waiting Board feedback**

Drone Policy – Definitions are not black and white – communities establish own rules and regulations. Currently there are no actions defined by committee.

Fire rules – New Fire Rules have been generated and presented to the Board for approval.

Actions that define legal involvement – Open item, no action by committee to date.

Meeting Minutes – Preliminary document under review by committee. Basically, implementing Roberts Rules as a guideline for meeting minutes.

Our next meeting is scheduled for Thursday, October 13<sup>th</sup> at 10:00 am. This will be a google meeting.