



**Big Elk Meadow Association
Saturday, April 15, 2023
Board of Directors Meeting
Held in Conference Room/Online**

09:00 Call to Order by Vice President McDaniel. President Cyphers was online but unable to conduct the meeting.

- Quorum verification: K. Battaglini, M. Campie, B. Clevenger, P. Cyphers, D. Evertson, C. Isenhardt, K. Mason, R. McCutchen, P. McDaniel, D. Sayler, P. Sorenson.
- Board Members not in attendance:
- Members in Attendance: E. Murphy, C. Loomis, C. Ray, G. Jardine, B. Christenson
- Staff in Attendance: P. Flanagan
- Request for Executive Meeting made by D. Sayler for the purpose of employee situation.
- Approval of Agenda first motioned by P. Sorenson and seconded by C. Isenhardt. Agenda was not available in time for review, edits, or outdated. P. McDaniel called for a vote; 7 yes, 3 no. Passed under protest.
- Approval of March 18 2023, Meeting Minutes. First motion by P. Sorenson and second motion by P. McDaniel, to approve the Minutes with changes. Committee reports and Agenda are crucial for efficient minutes. P. McDaniel called for a vote. All in favor.

09:30 Source Water Award - Colorado Rural Water Association (CRWA) Conference presented the Source Water Protection Plan of the Year to Big Elk Meadows, P. Flanagan accepted the award.

009:32 Master Calendar- M. Campie encouraged all Board Members to invite the complete Board to Committee Meetings so it shows on the Master Calendar.

09:33 Haven Transition- Heidi Scanlan is the Haven Property Manager for BEM. She is scheduled to be in the BEM office every Tuesday. Haven doing transition services through May, and will be 'live' for residents starting the first of June.

Board approved the June date for Haven. The Haven onboarding service, with no compensation, was previously explained in presentation material. BEMA started paying Haven in April, which was not approved by the Board. *There is confusion about when compensation, that Haven will start and clarification was asked for.*

10:00 Communication Committee Report- M. Campie stated that the chairs are making progress in transferring the documents to Haven. In the February meeting, it was officially requested that P. Cyphers give the complete BEM documents by February 28th. This has not been done. Currently, M. Campie, and Secretary Saylor have only been given partial access to the document drives. BEM has not been able to transfer the needed documents to Haven.

10:03 Social Committee Report- M. Campie presented Wild about Flowers and Saturday Coffee for May 6th 9am-11am at the Prucha home at 84 Mirror Lake.

10:04 Long Term Planning Committee- K. Mason and C. Loomis presented a report. K. Mason motioned to approve, and not to exceed expense of \$5,000 for professional valuation appraisal services on the two Big Elk Meadows parcels that are being considered for the Boulder County Conservation Easement. Seconded K. Battaglini. K. Mason amended the motion to remove the word appraisal service. Discussion: Valuation service is not in this year. McDaniel called for a vote. 3 no, 1 abstain and 6 yes. Motion passed.

10:28 Finance Committee- D. Evertson and R. McCutchen presented a report.

- The budget presented today is not D. Evertson's proposed budget that was presented in the finance committee session. D. Evertson's proposed budget is in the Board Meeting Documents.
- R. McCutchen's proposed budget was requested by phone, but the Board was not prepared for approval. Questions and Answers to R. McCutchen before 6 pm Thursday 19th. A Zoom Meeting on Friday, April 20, 2023 at 9 am was proposed for Board Review, to be followed by an email vote. If not passed, the current budget will be used.
- B. Clevenger presented an Ad-Hoc Account Clean-up report- working on income sourcing of reconstruction, Water Reserve balance, reserve account and paid out capital items vs expenses, grants and cost per lake. The committee report shows the status of actions. Board Information on shared drive Ad-Hoc folder, with task list.

11:05 Town Hall Meeting- P. Cyphers stated he will move Town Hall Presentation into Annual Meeting. Work on presentation will be May 20, 2023 Board Meeting.

11:07 Incident Management-

- P. Sorenson presented that the Hickory project will wait until frost is gone from the ground.
- 1032 Aspen, P. McDaniel is in contact with Members and more cleanup in the next ten days.
 - K. Battaglini and P. McDaniel take responsibility for handling.
- Only one incident reported with no discussion and no violations currently.

11:12 Governance Committee- K. Battaglini presented a report.

K. Battaglini motioned to add a definition to the By-Laws for 'Lodging', Lodging shall mean the land use category whereby a single family residence is used to accommodate paying guests for stays of less than one month. Seconded by P. Sorenson.

- Discussion clarification on terminologies, hierarchy of docs., Pre-CCIOA vs CCIOA

11:34- 11:39 5 Minute break

- More discussions about the Bylaws and whether lodging should be in the Declaration of Covenants instead.
- Heidi Scanlan, representing Haven, advised the legality of the motion, belongs in the Declaration of the Covenants. K. Battaglini referenced the stated purpose of our Bylaws on page 1."

D. Evertson moved to table this motion, seconded by D. Saylor. P. McDaniel called for vote, 3 abstain, 1 no, 6 yes. Motion tabled.

- K. Battaglini motion with the authority giving us, as board to amend the bylaws we change, the number of directors, from 12 to 10. Seconded by C. Isenhardt. Discussion M. Campie amended to 8. Seconded by D. Evertson. Discussion. P. McDaniel called for a vote on the amendment. 4 yes 6 no motion failed. P. McDaniel called for a vote on a motion with an amendment to start at the next election cycle. P. McDaniel called the vote. 4 no 6 yes, motion passed.

The By-Laws will be revised to reflect the motion.

- K. Battaini notified the Board of modifying the Violation Policy to include an informal approach for resolving violations when appropriate.

12:03 Operations Committee Report- P. McDaniel presented a report.

- P. Flanagan reported the Lower Flume of Meadow Lake is out of danger and the completion of backfill on the front side will take place when flow is reduced. P. Sorenson reported back fill on footings should have taken place shortly after the pour, in December. It is being closely monitored.
- K. Battaglini reported, tennis court concrete pour was completed April 7 and landscape grading is taking place. Questions about the frozen ground at time of pour; Contractor was very confident with frost being scraped off and mucking area, use of concrete blanketed was sufficient for curing of concrete. The cost of concrete blankets was offset by California cut of 45 degrees on ends of court, using less concrete. Asphalt layer scheduled for early May.
- Pool concrete work was done at the same time as the court. The install pool heater week of the 17th. Operations will pump out pool, clean and early filling as soon as mechanical work is complete.
- Maintenance contract of CO 47- BEM insurance coverage is sufficient for requirement of Larimer County contract. P. Sorenson motioned to approve the Larimer County Maintenance Contract for CO 47. Seconded by C. Isenhardt. Discussion. P. McDaniel called for a vote. . All in favor. Motion passed.
- Observation cameras: P. Flanagan stated that a few observation cameras are installed, the rest are in process, but they need installation of underground conduit. A schedule from xBar is needed. P. Flanagan computer has access feed from observation cameras.

- Haven advises a Camera Policy should be considered for BEMA. B. Clevenger advises the policy is needed to not be inclusive to the camera security, but should also include related to access to the general systems, such as QuickBooks and portal access. Governance will address.
- Project- 12 Mirror Lake Court- Discussion. A preliminary drawing based on an informal survey is done. The project is still in progress, no Board approvals for work have been given. Operations wants the project contracted out with BEM funding the cost.
- M. Campie clarified she is on the Operations Committee and receives no invites to meetings. P. McDaniel acknowledged and will correct.

12:42 Common Area Committee – K. Battaglini presented a report.

- P. McDaniel – will circulate the description, drawings and contract with Larimer County for the Water & Earth Early Flood Warning System on Meadow Dam. No cost to BEM. P. McDaniel will do a motion and email vote before the May meeting.
- C. Isenhardt presented changes to rules and agreement for Storage in Upper Meadows with yearly charge. It will eliminate forgotten items. C. Isenhardt motioned to increase the registration fee to \$12 per year per item. Seconded by B. Clevenger. M. Campie amended it to \$15. Seconded by D. Sayler. P. McDaniel tabled the motions. Email vote suggested.

McDaniel stated the Board Meeting was concluded as the CO47 Celebration started at 1:00 and was being held at the Firehouse.

12:57 Adjourn Meeting First motioned by P. Sorenson. Seconded by K. Battaglini. P. McDaniel called for a vote. All in favor.

Next Board Meeting is May 20, 2023.

Devona Sayler, Board Secretary