



Big Elk Meadows Association
Wednesday, August 16th, 2023 6:00 PM
Board of Directors Meeting Minutes

Meeting will be held at the Office in Person and Virtually with Video and Audio

Virtual Meeting meet.google.com/kpu-zfmx-fgp Phone Numbers: +1 617-675-4444 PIN: 528 133 506 8397#

Call to Order by President (Paul will be late to meeting, Sam will take over until Paul arrives)

- Quorum verification – (Board members attending): Nine Board members were present either online or in person at the community office. Quorum established.
- Board members not in attendance: (Excused absences) One Board Member, Pat S. was not present.
- Members In Attendance: Nine homeowners were present either online or in person at the community office.
- Haven Management and Staff in Attendance: Heidi S. was present to represent Haven CM and Paul F. was present to represent Big Elk Meadows staff.
- Approval of this Agenda for this Meeting First motion by Christa I and second motion by Paul M. to approve, discussion was raised to individual votes to approve of the June & July meeting minutes. **5 in favor, 2 against and 1 abstained. August 2023 agenda approved with changes.** Paul C was not in the meeting at the time of this vote.
- Executive Session requested by Paul Cyphers was held on August 9 for the discussion of Contracts and Personnel Issues.
- Approval of June 2023 Meeting Minutes – First motion by Paul M. and second motion by Ryan S. to approve, **7 members in favor, 2 against. June 2023 meeting minutes approved.**
- July 2023 Meeting Minutes – Email vote will take place to approve the minutes.

Member Sign in Sheet and Conduct of Meetings Review

Member Communication (Requires member sign-in and topic) – 9 homeowners were present either in person or online. Topics of conversation included but were not limited to, homeowner notice of executive session, final cost of entrance gate, code of conduct specifically for the Board of Directors, posting of previous meeting minutes, progress on HOA taxes, progress for Firewise, red cross emergency supplies, gate remotes, emergency phone placement, and signs asking not to throw rocks in lakes.

Haven Management Update (Portal and Information) Heidi S. advised that if your account balance is incorrect to bring to her and she will investigate, all invoices must come to the Haven office to be processed and asking that if anyone has questions to please bring to her and not the Haven receptionist.

Master Calendar (Transition to Haven Portal (Public) dual posting with Google Meet (Internal)) - The Board of Directors and Haven will be working through the process of combining these calendars.

Communications – Communications Plan – The Board of Directors discussed the homeowner's comments regarding a Newsletter format vs more frequent communication. Haven will send out all communications moving forward once approved by the Board.

Social Activities – The Social Committee reviewed upcoming events with the Board of Directors regarding Budget, Board and Volunteer Sign-up.

Operations/Common Area – The Board of Directors discussed the installation of the entrance gate and purchasing a batch of RFID stickers with the cost not to exceed \$2500. **Motion to approve the purchase of RFID stickers not exceeding the cost of \$2500 made by Ken B. and second motion by Ryan S. to approve; 7 in favor, 1 against and 1 abstained. Motion to approve passes.**



The Board of Directors discussed charging homeowners \$20 per RFID sticker to members. **Motion to approve this homeowner charge was made by Ken B. and a second motion was made by Paul M. 8 in favor 1 against. Motion passed.**

Sand Shed – The Board of Directors reviewed one proposal to paint the sand shed before Fall. The Board would like Haven to collect two more bids for this work prior to any approval for the work.

Tennis Courts – The Board of Directors discussed the cracking in tennis court, advised the company is aware and has committed to coming up but holding invoice to resolve issue. No further information is available at this time.

Long Term Planning Committee –

CE Update/Next Steps – Committee sent something off to the county and were advised they will review at their next meeting.

Capital Budget Coupled with Reserve Study Negotiation with Boulder County – Permit approved for road and will receive once paid. Should receive it in the next month or two. No enhancements have been approved due to lack of staffing on the part of the county.

Lot Expansion Opportunity- The Committee presented to the Board of Directors information on a homeowner lot expansion plan. The Board will review outside of meeting and is tabling a decision until the next Board meeting.

Sander – The committee is working on quotes for a new sander.

Architectural Review Committee Report – The committee reviewed the process as discussed with Haven on all future ARC requests and has one request currently in review.

Governance Committee – Charter - The committee made a motion to make the following the responsibilities of the governance officer to be noted in the Bylaws: Champion the Articles of Incorporation and the Declaration and Agreement of Restrictive Covenants to bring focus and leadership for awareness and to ensure that BEMA members and the Board reasonably respect and honor the guidance and restrictions therein and also that we reasonably apply our BEMA created Bylaws, Rules, Regulations and Policies for managing our community. Being mindful that the Board's primary responsibility is to act in the best interest of the community, the Governance Office also influences an appropriate tone for compliance and ensures there is a practical and effective process for enforcement. **First motion to approve was made by Ken B. and a second motion was made by Paul M. 7 Board members were in favor 2 against. Motion passed.**

Short Term Rental discussion was tabled until the next meeting.

Violations – 2 violations were discussed, and one Board Member and Haven reminded the Board of Directors that these cannot be discussed with homeowners in attendance.

Lake Health & Fish Habitat Committee –

Aeration Work – The Committee advised the third aeration head into sunset has taken place, and a couple of lake treatments have been applied.

Upcoming Fishing Events – The committee was approached on interest in offering fly fishing lessons. More information will be coming soon.

Unfinished Business –

Meeting Day and Time - Paul M made a motion to move meetings to Wednesday nights for the foreseeable future and seconded by Sam S. A couple of Board members and homeowners voiced an objection saying evenings make it hard for them to attend the meetings. **7 members in favor, 2 against. Motion Passed**



New Business

Labor Day Town Hall Agenda – The agenda is not available at the time of the meeting and will be out the following week.

Working Financial Agent -David E made a motion to remove homeowner Roy M as an agent working with Haven on behalf of Big Elk to transition the new Board treasurer and finish the transition of the financials to Haven. Seconded by Meredith C.; two Board members in favor, all others against. Motion failed.

Adjourn Meeting: With no further business the meeting was adjourned at 9:10pm., First motion by Ryan S, second motion by Christa I, all in favor.

Next Board meeting is on Wednesday, September 13th, 2023 at 6:00 p.m. In person at the BEMA office and online via the link included on the next agenda.