



**Big Elk Meadows Association  
Wednesday January 10 6:00 PM  
Board of Directors Meeting Minutes**

**Call to Order by President**

- Quorum verification – All Board members were present either online or in person at the community office.
- Members in Attendance: 16 homeowners were present either online or in person.
- Haven Management and Staff in Attendance: Carissa D. and Paul F. were present from the BEM staff and Heidi S. was present from Haven.
- Motion to approve agenda made by Sam S., seconded by Christa I. Motion carried.
- Request for executive session to discuss overdue accounts and personnel issues.

**Operations Committee Update:**

- Compressor approved by the Board will be installed.
- Gate lights and keypad have been repaired.

**Member Communications**

- Topics brought before the Board during member communications included (but were not limited to): lack of response to emails sent to the Board, removing chat functionality during meetings might be an accessibility issue, questions regarding the purpose of the minutes, committee reports are not being presented and the LTPC committee hasn't been presented in a while.

**Governance Report**

- Discussed the rules on camper parking
- Discussed the term of office for directors
- Discussed changing the name from a water assessment to a water bill

Motion by Ken B., seconded by Christa I., that the highlighted threatening warning statement on our normal quarterly water invoice be removed immediately and before next billing and that it be used only if/as appropriate once payment is past due or in collections.

Motion to table the previous motion by David E., seconded by Pat S. Motion carried.

Motion by Ken B., seconded by Christa I., to get approval of the Board and to notify our members (as required prior to change of Policy) of the needed change to our current Covenant and Rules Enforcement Policy to remove the warning and curing period for un-curable violations so that we have meaningful, reasonable and effective enforcement. If approved, the Policy edits have already been drafted and will come as a final motion for approval of implementation at the next meeting. Motion failed.

Motion by Ken B., seconded by Christa I., as follows. Motion was withdrawn.

To amend our Bylaws as follows:



1) Bylaws Section 6.6 title be changed from “Quorum” to “Board Meeting Quorum and Voting”. Also, add a new last sentence to this section to state “For Board mail or email voting rules, see Section 6.8”.

2) Bylaws Section 6.8 b) insert a new first sentence, “This applies to Board mail and email voting.”

3) Bylaws Section 6.8 b) 1) Replace the paragraph with “For quorum of mail and email voting, it is presumed that all Board members are available and present to vote. For tabulating mail and email voting results, a motion requires one more than half of all seated Board members to prevail. If action by the Board is taken as described in this provision, the motion and voting results will be posted in the next Board Meeting minutes.

### **Election of Treasurer**

Motion by Meredith C., seconded Pat S., to elect David E. as Treasurer. A roll call vote was requested. Motion carried with votes as follows:

- In favor: Meredith C., Ken B., Ryan S., David E., Pat S., Sam S., and Kirk M.
- Against: Paul C., Christa I., and Paul M.

### **Finance Committee Report**

- Working to get accounts reconciled.
- Working on a recommendation to stay with Haven or move to another bidder
- Will be working with committee and Haven through the end of January

Motion by Meredith C., seconded by Ken B., to have Pat S. and David E. as the two approvers in Vantica with Sam S. as a backup. Motion carried.

Motion by Pat S., seconded by Meredith C., to add Dan Wray to the finance committee. Motion carried.

### **Ad-hoc Accounting Committee Report**

- Continuing to work on taxes going forward in time, currently at the year of the BEMA/BEWA merger

### **Email Votes**

On January 5, 2024 Pat S. made a motion, seconded by Meredith C., to approve the contract with Atlas for BEMA 2018 to 2022 tax returns for not to exceed on a time and materials basis the amount of \$1250 per tax return for 5 tax returns totaling \$6250 and further authorizing any officer to sign. Motion carried.

### **Long Term Planning Committee Report**

- Have had difficulty obtaining comps for 2 lots we were looking into, work continues.
- Reserve study was moved to the Finance Committee

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### **Old Business**

- Reconciliation of misstated member accounts has occurred and their balances were zeroed out.

Motion by Kirk M., seconded by Pat S., to adjourn the meeting. Motion carried.

Next Board meeting will be February 14th at 6pm.

The executive meeting was called to order at 8:35pm all Board members were present. Heidi S. represented Haven.

Collection account needs Board of Directors approval to escalate account per the HOA Collection policy. Board of Directors discussed the steps that have previously been taken to collect this debt and after discussion approved that accounts BIEL166108 and BIEL165990 be escalated with a 90-day letter sent in accordance with the HOA collection policy and lien filed.

Motion by Pat S., seconded by Kirk M., to file a lien against overdue account BIEL166108. Motion carried.

Motion by Pat S., seconded by Kirk M., to file a lien against overdue account BIEL165990. Motion carried.

The executive meeting was adjourned at 9:16pm.

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