



**Big Elk Meadows Association
Wednesday November 08 6:00 PM
Board of Directors Meeting Minutes**

Executive Session

An executive session was held on October 30, 2023 for the purpose of legal and personnel matters. In attendance were all directors except Meredith C. and Ryan S.

Call to Order by President

- Quorum verification: All Board members except Ryan S. (excused absence)
- Members in attendance: 17 homeowners were in attendance
- Haven management and staff in attendance: Heidi S. from Haven and Carissa D. and Paul F. were in attendance to represent Big Elk Meadows staff.
- Motion to approve the agenda for this meeting by Christa I. and seconded by Sam S., motion passed with all in favor.
- Motion to approve the October 2023 meeting minutes as amended by Sam S. and seconded by Paul M., motion passed with all in favor.
- Motions made outside of the regular meeting as follows:
 - Motion by Meredith C. on 2023-10-19 that Kirk and Meredith have a meeting with Haven to discuss what both sides could have done to have better facilitated our transition and working relationship. If Haven seems open, a request will be made to Haven to continue or extend the service contract with BEMA with changes that are agreeable to both parties, seconded by Ken B. Motion failed with 4 in favor, 4 against and all others abstained.
 - Motion by Meredith C. on 2023-10-20 to follow CCIOA law part C.R.S. §38-33. per our legal responsibilities as a Board, seconded by Pat S. Motion failed with 3 votes in favor, all others abstained.
 - Motion by Meredith C. on 2023-10-20 to approve the June and July Financials as provided by Haven on August 30, 2023 or disclose what irregularities there are with the financials so we can resolve the issues and complete our fiduciary duties, seconded by Pat S. Motion failed with 2 in favor, 2 against and all others abstained.
 - Motion by Kirk M. on 2023-10-20 that Kirk Mason and Meredith Campie have a meeting with Haven to discuss potential solutions and steps that could be taken to improve our working relationship. If a reasonable path forward is identified, then a discussion on continuing or extending the relationship with BEMA may be undertaken with those discussions reported back to the Board. Motion was seconded by Meredith C. Motion passed with 6 in favor, 1 against and all others abstained.
 - Motion by Meredith C on 2023-10-20 that we give approval and recognition from the BOD's that the Haven Accountant did NOT enter balances incorrectly but in fact entered them as given to Haven by BEMA. In addition, Meredith will lead a team to compare the



ledgers we currently present, possibly from Quickbooks, of BEMA members historical financial accounts with the spreadsheet of members beginning balances that was given to Haven in order to rectify all community accounts that were inputted into Vantaca with incorrect beginning balances, seconded by Pat S. A request was made to table motion until the next meeting.

- Motion by David E on 2023-11-02, based on the meeting and findings with Haven I motion that we form a different liaison team to facilitate a better and continued working relationship with Haven, seconded by Meredith C. A request was made to table motion until the next meeting.
- Motion by Meredith C on 2023-10-31 that we approve the June and July financials as provided by Haven on August 30, 2023, seconded by David E. Motion failed with 4 in favor, all others abstained.

Member Communications

- Topics brought before the Board during member communications included (but were not limited to): access to records and receipts for the gate installation, proof of director's required training attendance, feelings of lack of transparency, issues related to Haven contract, and the need to engage professionals for financial services.

Haven Status and Financial Services Update

- Options being considered include financial services only, not association management.
- Community Financials: provide third-party financial services based on activity based costing. Not a management company, strictly HOA accounting services. Would not include water billing, payroll nor insurance.
- Solicitation for volunteers to help with transition on financial services with Bobby C., Meredith C., David E., and Pat S. accepting.

Communications Plan/Policy Update

- Work continues on an updated plan

Governance Officer

- Moving forward on updates to policies for addressing short-term rentals and needed revisions to our existing Policy on violations enforcement as a major prerequisite step. Policy revision will be prepared before the next meeting.
- Regarding member Saylor's reported incident, the Board held an executive session on Oct. 30 using statutory requirement (CCIOA 308 4d) as criteria to remove the parties and for private Board deliberation to respect the sensitive nature of this matter. Ken reported that the Board found no violation and that the incident report has therefore been closed. Absent from the meeting were directors Campie and Evertson, and being named party, director Sommers was excused.

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303-835-7557 Admin@bigelkmeadows.org



Operations/Common Area

- Need to purchase a backup compressor. Quotes will be emailed to the Board for vote.

Financial Reports (Treasurer Reports)

- Discussed issues with June financial statements from both bank accounts were reviewed and how to reconcile discrepancies from previous itemizations, going forward. Issues need to be addressed by the end of November.

Ad hoc Accounting Clean up Committee

- Work continues with Atlas (CPA) defining assets and understanding carryover from previous years.
- BEWA Tax Year 2014 Federal and State Returns are finished and 2015 will be reviewed next week.
- 2014-2017 BEWA tax returns will need Board approval by the first week of December.
- Proposing 2 stage approach for remaining work by CPA: first stage for \$10,500 to finish 2015-2017 tax years for BEWA to the time of its merger with BEMA & 2014-2017 tax years for BEMA, then second stage to finish the remaining 5 tax years from 2018 to 2022 for BEMA.
- Motion by Pat S. to approve not to exceed \$1500 per year for a total of 7 years between BEWA and BEMA tax returns (a total of \$10,500) to be paid to Atlas upon completion, seconded by Kirk M. Motion passed with all in favor.

Long Term Planning

- Platting lots would require surveying all BEMA common land boundaries and would be prohibitively expensive. Expanding lots would be doable, however.
- Reserve study group met and will be continuing over the next month.
- Forest service entrance road permits will be finalized in the near future.
- Motion to reinstate the Finance Committee to include the previous committee charter by Pat S. seconded by Meredith C. Motion passed with all in favor.
- Motion by Kirk M. to approve the expenditure for land appraisal as follows: \$1250 for a land appraisal of BEM property related to lot expansion proposed at 2 member properties, a \$625 reimbursement would be charged to the homeowner if the land sale moves forward, seconded by Pat S. Motion passed with all in favor.

Architectural Review

- Motion to approve with conditions a new detached garage at 133 Meadow Lake Drive by Kirk M. seconded by Meredith C. Motion passed with all in favor.
- Motion to approve window and door replacements at 82 Mirror Lake Court by Kirk M. seconded by Meredith C. Motion passed with all in favor.

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- Motion to approve deck replacement and expansion at 113 Balsam Drive by Kirk M. seconded by Meredith C. Motion passed with all in favor.
- Motion to approve restraining of the cabin at 576 Aspen Drive by Kirk M. seconded by Meredith C. Motion passed with all in favor.

Lake Health & Fish Habitat

- Aeration repairs are continuing.
- Another treatment was necessary for blue green algae
- Motion that we approve funds not to exceed \$3,500 to Aquatic Associates for treatment of blue green algae by Paul M. seconded by Kirk M. Motion passed with 8 in favor 1 against.

Water Rights - Operational Procedure and Accounting Instruction Manual

- Excellent year for water rights. Updating policies and procedures manual.

Unfinished and New Business

- Motion to allow Isenhardt family to use upper meadows for wedding ceremony on July 6, 2024 made by Ken B. seconded by Sam S. Motion passed with all in favor.
- Ken B. proposed that the Board hold back \$2,000 from invoice for tennis court until the full repair is complete. Their original repair was unsuccessful and they had proposed a \$1,000 holdback until fixed. Ken will communicate the \$2,000 holdback to the contractor.
- Motion that we have a transition team be involved depending on developing their Charter to consider extending our services with Haven on an interim basis to December 31, 2023 and then also consider them as a possible candidate for future financial services, seconded by Kirk M. Motion passed with Christa I., Paul M. and Sam S. against all others in favor.
- Motion by David E. that the Haven accountant did not enter balances incorrectly but did as given to them by BEMA. In addition, Meredith will lead a team to compare the ledgers we are currently presenting, possibly from Quickbooks, of BEMA members historical financial accounts with the spreadsheet of members beginning balances that was given to Haven in order to rectify all community accounts entered into Vantica with incorrect beginning balances. Seconded by Meredith C. Motion failed with Ken B., Kirk M., Paul M., Sam S., and Christa I. against, all others in favor.
- Motion that we amend the previous motion to allow the new ad hoc transition team to step in and reconcile member account balances between original data provided to Haven and Vantica within 10 days by Pat S. seconded by David E. Motion failed with Kirk M., Paul M., Sam S., Christa I. and Paul C. against, all others in favor.

Motion by Kirk M., seconded by Pat S., to adjourn the meeting at 9:52 pm.

Next Board meeting will be virtual-only on December 13th at 6pm.

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