



The Governance Committee was reinstated during the March 13, 2024 board meeting.

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.

Committee Members: Meredith Campie (chair), Devona Sayler, Cary Karcher, Shelia Leonard, Jim Murphy, Ryan Sommers.

Community Members: Carissa Dunlap, Chris Martin, Christa Isenhardt, Dan Wray, David Evertson, Joe Boshinskis, Catherine Paddock

Next Meeting: March 28, 2024 4:30 PM

Governance Meeting
Thursday, March 28 · 4:30 – 5:30pm
Time zone: America/Denver
Google Meet joining info
Video call link: <https://meet.google.com/axj-nakc-fum>
Or dial: (US) +1 860-272-6329 PIN: 992 852 112#
More phone numbers: <https://tel.meet/axj-nakc-fum?pin=2543004694090>

March 14, 2024 Meeting Notes:

Priorities:

1. Find legal representation.
 2. Explore proxy use for special meetings.
 3. How to prepare voting documents for annual meeting (due to Communication Committee by April 4, 2024)
- Meredith will reach out to Altitude Law and see if we can repair the relationship.
 - This is the top priority for this committee and continuity would be good.
 - Ask if they will take on our current collection accounts
 - Cary will look into a separate law firm to see if they do HOA law as a back-up
 - The proposal from Orten Cavanaugh was sent to this committee for review
 - Jim will contact our professional liability insurance policy holder
 - to build a relationship.
 - HOA law firm referrals will be requested.
 - Jim was given the insurance provider name, phone numbers and a contact name
 - How are we supported by our insurance provider?
 - Shelia, Christa, and Dan will research how proxies work at special meetings

- Proxies sent out in the annual packet last year were most likely not reviewed by Altitude Law.
- Carissa will attempt to find the annual packets that went out to membership last year and send them to this committee.
- We will use last year's proxies as a template for this year if we find they are adequate.
- Christa sent the committee a document from Altitude Law that lists the CCIOA sections we do have to follow as a pre-CCIOA community
 - Cary will make this document easier to understand and compare pre vs post CCIOA rules
- Links:
 - CCIOA: ■ 2023 Colorado Common Interest Ownership Act 38-33.3-000.pdf
 - <https://dre.colorado.gov/ccioa-and-other-state-local-and-federal-laws>
 - <https://robertsrules.com/>

On Next Months Agenda:

- How do we review our documents
 - Does CCIOA recommend we review them every 3 years?
 - What do our Governing Documents state?
 - Policy that specifies how to vote/count votes needs to be reworked before the annual meeting.
- How do we share with membership when the Board changes the rules?
 - Secretary sends out list in annual packet
 - Possibly we could print and hang in the office Bulletin Board in front room
 - Ask if we can post in the firewise section outside of office
 - Email blast
 - Communication of changes is necessary
 - Documents have a note "revised (date)"
- How to prepare voting documents for annual packet
 - Work with Communication Committee to make sure ballots are legal
 - Visit all policies that speak of or support our annual packet, voting, ballot counting, etc.
- Audit every 3 years?
 - Is this recommended by CCIOA?
 - Is this in our By-laws?
- Haven copy of our governing documents may be incorrect
 - ARTICLE 5 BOARD Section 5.1 Number. The affairs of BEMA shall be governed by a Board of Directors which shall consist of twelve (12) members, elected or appointed as provided below. In the case where through removal or resignation, the total number of Board members is less than twelve (12), the Board will be considered properly constituted until such vacancies are filled. Page 8