

# ETLOA Board Meeting

June 19, 2023

## Minutes

The meeting was called to order at 10:10 am on June 18, 2023.

In attendance were:

Bruce Hix (Director)  
David Jurich (Director)  
Lauren Grady (Director)

A quorum was established.

### **Annual member letters:**

85 letters sent by U.S. Mail along with late notices for 44 properties – printed & sent by HOA  
2 letters by email only (as per owner request)  
So far – 2 letters returned undeliverable & second mailing attempts have been made

### **Financial Report:**

The current bank balance as of June 18<sup>th</sup> is \$6,657.06 with 1 check outstanding (\$282.34 for Wisleder – website invoice). Balance does not yet reflect \$645 deposit to be deposited this week for 2023 dues & late dues received as of June 16, 2023. So far, 21 properties have paid 2023 dues + \$330 has been received in back dues.

Lauren Grady to be reimbursed for 2023 HOA state registration fee (\$10) and HOA letter mailing.  
Dave Louch and/or Lauren Grady to be reimbursed for 2023 picnic expenses. Will submit for reimbursement once all receipts are in following the picnic.

### **Budget:**

The Board approved a 2023 budget for website (\$150), post office box (\$114), and letter mailing (\$125), yearly HOA registration with the State of Colorado (\$10), HOA Board insurance for the coming year (\$2,500), and annual member meeting picnic (\$200).

Dues will remain at \$15 per lot this year.

### **Discussion item – HOA Board Insurance**

The Board has not yet purchased HOA insurance, but needs to for the Board & common properties.

**Action Item: Dave** – get renewed quotes

### **Discussion item – Delinquent Dues**

“Gentle reminder” notices were sent out along with annual letters this year to 44 properties owing back dues. Largely dues that were simply forgotten for a year or two, but also to a list of properties that have rarely or never contributed. Approximately \$3,850 in back dues if 100% were collected – but given that this is the first time the HOA has made an effort to collect, we fully expect some owners to be surprised or feel that they are not in the HOA. As of June 16, \$330 in back dues have been collected from approximately 17 different properties.

The question will be what to do next for properties that remain non-paying or behind. A suggestion was made to potentially drop properties from the HOA that are non-responsive. Potential discussion topic for annual member meeting.

#### **Discussion Item – HOA Boundaries**

The Board still needs to get a definitive list of which properties are in/out of the HOA.

**Action Item: Dave** – Try to map out & formalize properties that are within the boundaries. Will work with Jeff Ashby on this to better understand the history.

**Action Item: Lauren** – Incorporate results of that mapping into the Current Owners List & make sure the two align.

#### **Discussion Item – Director Openings**

There are currently four board members, but Bruce Hix's term is ending. So we will be looking for a fourth board member at the annual meeting. The covenants allow for 3-5 board members. During the annual meeting, we will take nominations for up to 2 board members, depending on interest.

#### **Discussion Item – Annual Meeting Location**

In past years, the meeting and picnic have taken place on private property within the HOA (most often at the corner of Cty Rd 10 and Rainbow Drive). It is unclear whether we have permission to hold the meeting there – so this year, we'll move the location to the HOA-owned property at the corner of Cty Rd 10 and Reva Ridge Road.

**Action Item: Lauren** – get a sign for Rainbow Drive the morning of the meeting alerting attendees to the new location and ask Dan Wisleder to post an announcement on the website.

#### **Review of Annual Meeting Agenda:**

A general membership meeting is planned for July 8<sup>th</sup> at 10am Mountain Time. Lauren will organize food & beverages.

**Action Item: Lauren** – check w/Dave Louch to see if he's still willing to smoke the meat.

**Action Item: Lauren** – call Lake County Fire Dept to see if the chief and/or any of the firefighters would like to attend the meeting/picnic to introduce themselves & answer any questions.

#### **July 8 preliminary meeting agenda:**

- Introduction (Bruce) – round-table intros by owners present
- Determination of a Quorum (Lauren)
- Activity Report (Lauren)
- Financial Report (Dave)
- Website updates – if applicable (Dan or Christi Wisleder)
- Discussion items
  - Excel Energy Line Replacement in neighborhood (Lauren)
  - Late dues next steps/Non-responsive properties (Lauren)
  - Architectural Review Reminder (Dave)
  - Director Nominations (Lauren) – Nominations to be taken for 1-2 board members.  
Thank you to Bruce Hix for his service!
- Open discussion (member concerns, questions, etc.)
- Adjourn/Picnic

The meeting was adjourned at 11:10 am