

Buckskin Heights Road Association Meeting Minutes for January/February 2018

Tuesday, January 23, 2018 ▪ Weber's Residence, Otter Road &

Thursday, February 1, 2018 ▪ Weber's Residence, Otter Road

ATTENDANCE

Board Present: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson, Sue Weber

Board Absent: Kevin Stewart

Community Members: Jon Miller, Greg Heeney, Matt Hartwig

CALL TO ORDER

The meeting was called to order at 7:05 pm.

AGENDA

- A. Secretary's Report
- B. Treasurer's Report
- C. Audit of 2017 Financial Records
- D. 2018 Budget
- E. Email Regarding Resident vs Non-resident Dues
- F. Gate Report
- G. Road Report
- H. Community Water Tank Status Report
- I. Proposed Amendment to *Bylaws* to Require Mail Poll for Dues Changes
- J. Other

SECRETARY'S REPORT

- The minutes of the October 24, 2017 Board meeting were approved by email and posted on the BHRA website.
- The text of the proposed amendment to the Bylaws requiring a mail poll to change the dues was posted on *BigTent* on October 27, 2017.
- Dues notices were sent out by email on January 9, and USPS on January 11, 2018.
- Notice of this meeting was posted on *BigTent*, the BHRA website and on the gate.

TREASURER'S REPORT – See the attached Treasurer's Report for Fiscal Year 2016 with Proposed 2017 Budget. Darin Johnson moved to approve the Treasurers report for 2017. It was seconded and **approved**.

AUDIT OF 2017 FINANCIAL RECORDS – A motion was made by Sue Weber to appoint Alan Heese and Linda Bilsing (with Darin Johnson as an alternate) to audit BHRA's 2017 financial records. The motion was seconded and **approved**. David Gaudio will contact Alan and Linda to arrange the audit.

2018 BUDGET – A motion was made by Sue weber to approve the Proposed 2017 Budget (attached), as amended by discussion. The motion was seconded and **approved**.

EMAIL REGARDING RESIDENT VS NONRESIDENT DUES – A nonresident BHRA property owner sent an email to the board reopening the perennial discussion of whether non-residents should pay lower dues than residents. Over the years, various Boards and participants at annual meetings have consistently

concluded that a differential dues scale would be difficult if not impossible to implement fairly; and that the current system, with its consistent 98% collection record, is working well to protect/enhance the value of all properties in the subdivision.

GATE REPORT

- Larimer Fire & Rescue took our roller combination lock off the big swing gate, and permanently locked it with their lock. Alan Heese and Paul Hesson temporarily got the gate open until the agency sent a representative to place their lock properly. Paul Hesson will reprogram the padlock on the chain box cover so it matches the combination lock.
- Darin and Glenn Heeneey will make the north gate protection post wider and install another one on the south side.
- There was a discussion of possibly replacing the gate with a commercial option if it is severely damaged again; and what it might take to bring electricity to the gate.

ROAD REPORT

- The road was graded in December in favorable weather; it held up great until mid-January.
- Jon Miller gave Airn contact information for Todd Blomstrom, Director of Larimer County Public Works (970-498-5741, tblomstrom@larimer.org). Jon said Blomstrom told him that he/his office will come and consult with us on best practice on our road. Airn will contact him to arrange this as soon as possible.
- Airn will also contact Foster to do an assessment of the road and come make a face-to-face presentation to the board.
- Airn will contact a second local (Milner Mtn) grader operator for an assessment of the road: Brad Moore, MCMS Construction (218-2429c, 532-3234w).

COMMUNITY WATER TANK STATUS REPORT – Donations are coming in. \$2,925 is pledged, all but \$500 is in hand. The next meeting of the Fire Committee is Feb 8 7pm at Paul Hesson's house.

PROPOSED BYLAWS AMENDMENT – A motion was made by Darin Johnson to send the proposed amendment (attached) out as a mail poll to the membership this spring. The motion was seconded and **approved**.

OTHER – A brief discussion about the possibility of installing USPS cluster boxes at the bottom of Otter Rd resulted in agreement that doing anything to risk losing the Masonville Post Office was not a good tradeoff.

ADJOURNMENT – The meeting was adjourned at 8:40pm.

Respectfully submitted,

Suzanne Weber, Secretary

EXPENSE/INCOME SUMMARY

| A | B | C | D | | | E | F | G |
|---------------------------|------------------|----------------------------|---------------------------|------------------|------------------------------|--|---|---|
| Category | 2016 Actual | 2017 Approved Budget | 2017 Actual To Date | Owed Not Paid | 2017 Expenses Incurred | 2017 Budget Remaining (Budget- Actual) | 2017 Projected Expenses & Income | 2017 Projected Total Expense & Income |
| Bank Fees | \$6 | \$10 | \$6 | | \$6 | \$4 | \$0 | \$6 |
| Emergency Expenses (Snow) | \$1,200 | \$0 | \$300 | | \$300 | (\$300) | \$0 | \$300 |
| Gate Maintenance | \$374 | \$150 | \$1,030 | | \$1,030 | (\$880) | \$0 | \$1,030 |
| Grader Operator | \$7,860 | \$10,000 | \$10,263 | | \$10,263 | (\$263) | \$0 | \$10,263 |
| Grant Expense | \$9,915 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Insurance | \$1,155 | \$1,200 | \$1,311 | | \$1,311 | (\$111) | \$0 | \$1,311 |
| Legal/Financial | \$22 | \$50 | \$86 | | \$86 | (\$36) | \$0 | \$86 |
| Mailings | \$82 | \$100 | \$140 | | \$140 | (\$40) | \$0 | \$140 |
| Miscellaneous | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Road Base | \$15,647 | \$15,000 | \$8,185 | | \$8,185 | \$6,815 | \$0 | \$8,185 |
| Homeowner Road Base | \$2,095 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Signs & Culverts | \$0 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Supplies | \$0 | \$100 | \$234 | | \$234 | (\$134) | \$0 | \$234 |
| Other (Fire Mitigation) | \$0 | \$0 | \$60 | | \$60 | (\$60) | \$0 | \$60 |
| Expense Subtotal | \$38,356 | \$26,610 | \$21,615 | \$0 | \$21,615 | \$4,995 | \$0 | \$21,615 |
| Dues & Late Fees | \$22,990 | \$23,100 | \$23,665 | | \$23,665 | (\$565) | \$0 | \$23,665 |
| Emergency Income | \$1,735 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Interest | \$2 | \$2 | \$1 | | \$1 | \$1 | \$0 | \$1 |
| Grant Income | \$9,915 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Remote Control Sales | \$128 | \$100 | \$48 | | \$48 | \$52 | \$0 | \$48 |
| Homeowner Road Base | \$2,095 | \$0 | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Other (Fire Mitigation) | \$0 | \$0 | \$60 | | \$60 | (\$60) | \$0 | \$60 |
| Income Subtotal | \$36,865 | \$23,202 | \$23,774 | \$0 | \$23,774 | (\$572) | \$0 | \$23,774 |
| Cash Flow Balance | (\$1,491) | (\$3,408) | \$2,160 | \$0 | \$2,160 | | | \$2,160 |

ASSET SUMMARY

| A | B | C | D | | | E | F | G |
|---------------------|-------------------------------------|---------------------------------------|--------------------------------------|--|--|---|---|--|
| Category | 2016 Actual Ending Balance | Budgeted 2017 Ending Balance | 2017 Actual To Date Balance | | | | | 2017 Projected Ending Balance |
| Checking Balance | \$3,914 | \$506 | \$6,114 | | | | | \$6,074 |
| Savings Balance | \$5,001 | \$5,001 | \$5,002 | | | | | \$5,001 |
| Total Assets | \$8,915 | \$5,507 | \$11,116 | | | | | \$11,074 |

EXPENSE/INCOME SUMMARY

| A | B | C | D | | | E | F | G |
|---------------------------|-----------------|----------------------------|---------------------------|------------------|------------------------------|--|---|---|
| Category | 2017 Actual | 2018 Approved Budget | 2018 Actual To Date | Owed Not Paid | 2018 Expenses Incurred | 2018 Budget Remaining (Budget- Actual) | 2018 Projected Expenses & Income | 2018 Projected Total Expense & Income |
| Bank Fees | \$6 | \$10 | | | \$0 | \$10 | \$0 | \$0 |
| Emergency Expenses (Snow) | \$300 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Gate Maintenance | \$1,030 | \$1,000 | | | \$0 | \$1,000 | \$0 | \$0 |
| Grader Operator | \$10,263 | \$12,000 | | | \$0 | \$12,000 | \$0 | \$0 |
| Grant Expense | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Insurance | \$1,311 | \$1,350 | | | \$0 | \$1,350 | \$0 | \$0 |
| Legal/Financial | \$86 | \$75 | | | \$0 | \$75 | \$0 | \$0 |
| Mailings | \$140 | \$150 | | | \$0 | \$150 | \$0 | \$0 |
| Miscellaneous | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Road Base | \$8,185 | \$17,150 | | | \$0 | \$17,150 | \$0 | \$0 |
| Homeowner Road Base | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Signs & Culverts | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Supplies | \$234 | \$200 | | | \$0 | \$200 | \$0 | \$0 |
| Other (Fire Mitigation) | \$60 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Expense Subtotal | \$21,615 | \$31,935 | \$0 | \$0 | \$0 | \$31,935 | \$0 | \$0 |
| Dues & Late Fees | \$23,665 | \$26,400 | | | \$0 | \$26,400 | \$0 | \$0 |
| Emergency Income | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Interest | \$1 | \$2 | | | \$0 | \$2 | \$0 | \$0 |
| Grant Income | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Remote Control Sales | \$48 | \$48 | | | \$0 | \$48 | \$0 | \$0 |
| Homeowner Road Base | \$0 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Other (Fire Mitigation) | \$60 | \$0 | | | \$0 | \$0 | \$0 | \$0 |
| Income Subtotal | \$23,774 | \$26,450 | \$0 | \$0 | \$0 | \$26,450 | \$0 | \$0 |
| Cash Flow Balance | \$2,160 | (\$5,485) | \$0 | \$0 | \$0 | | | \$0 |

ASSET SUMMARY

| A | B | C | D | | | E | F | G |
|---------------------|-------------------------------------|---------------------------------------|--------------------------------------|--|--|---|---|--|
| Category | 2017 Actual Ending Balance | Budgeted 2018 Ending Balance | 2018 Actual To Date Balance | | | | | 2018 Projected Ending Balance |
| Checking Balance | \$6,114 | \$629 | \$6,114 | | | | | \$6,114 |
| Savings Balance | \$5,002 | \$5,004 | \$5,002 | | | | | \$5,002 |
| Total Assets | \$11,116 | \$5,633 | \$11,116 | | | | | \$11,116 |

BigTent news blast and discussion thread, and email sent to the membership on October 27, 2017:

Subject: Changing the BHRA Bylaws to Allow Everyone to Vote on Dues Changes

Back at our annual meeting in August, there was a lively discussion about changing our dues approval process to involve the entire membership, not just the folks who can attend a meeting. After considering several options, the Board has come up with what we think is a good 2-step solution to this issue, which will be discussed at our next public board meeting, probably in January:

- Step 1: Any dues change would first need to be *recommended* – not approved, just recommended – by the majority of members attending (usually) the annual meeting.
- Step 2: After the meeting, the Board would conduct a mailing poll of every membership based on this recommendation. Everyone would get a chance to vote, with the change approved (or not) by a simple majority of the valid ballots returned.

We think this is a good idea because:

- It preserves the value of the annual meeting for gathering the ideas of folks who know the condition of the road, and its impact on property values.
- It allows a representative sample of the membership to openly discuss and recommend the optimal amount of any possible dues change.
- It's fair. It allows everyone to have exactly the same opportunity to decide if and how much the dues should change.
- It's easy to understand and implement.

The only downside we could think of is that the results of the vote could be delayed by as much as 60 days after the annual meeting. But the outcome would still be known by the end of October at the very latest; any change in the dues would not go into effect until April 1 of the following year, 5 months later.

The actual proposed *Bylaws* language is below. The Board will notify everyone when the next meeting of the Board is scheduled so you can come and let us know in person what you think about this possible new way to approve dues changes. In the meantime, you can respond on *BigTent* or email the Board at bhra80541@gmail.com with your ideas.

PROPOSED AMENDMENT TO THE BHRA BYLAWS:

ARTICLE V

Section 1. Dues.

- a. Annual dues are payable by April 1st of each year. {Change approved 8/11/79}
- ~~b. Increases or decreases to dues shall be by two-thirds (2/3) majority of those memberships in good standing voting at an annual meeting or special meeting called for the purpose of changing dues.~~
- b. When a simple majority of the memberships in good standing present at an annual meeting, or special meeting called to consider a change in dues, recommends a vote to change the annual dues, the Board shall: {Change approved by Mailing Poll (*insert date*)}
 - i. Conduct a mailing poll within thirty (30) days by providing to each membership in good standing: (1) a description and justification for the change in dues; and (2) a self-addressed, postage-paid, uniquely-identified* ballot.
 - ii. Ballots must be returned to the Association's United States Postal Service mailing address within thirty (30) days of the initial mailing date to be counted.
 - iii. If a simple majority (more than half) of all the valid mail ballots received by the deadline are cast in the affirmative, the change in dues shall be approved.

* NOTE: Robert's Rules, Article VIII(46) Voting: "Voting by mail cannot be a secret ballot, as it is necessary for the tellers to know by whom each vote is cast."

Buckskin Heights Road Association Special Meeting Minutes

Thursday, February 1, 2018 ▪ Weber's Residence, Otter Road

ATTENDANCE

Board Present: David Gaudio, Airn Hartwig, Paul Hesson, Darin Johnson, Sue Weber

Board Absent: Kevin Stewart

Other: None

CALL TO ORDER

The meeting was called to order at 7:05 pm.

AGENDA

K. Election of Second Authorized Bank Signer

L. Other

ELECTION OF SECOND AUTHORIZED BANK SIGNER

A motion was made by David Gaudio to appoint Secretary Suzanne Weber as the second authorized signer on all our Wells Fargo accounts. The motion was seconded and **approved**.

OTHER BUSINESS: None

ADJOURNMENT: The meeting was adjourned at 7:10 pm.

Respectfully submitted,

Suzanne Weber, Secretary

Signatures on the original Wells Fargo Bank copy:

Darin Johnson, President

Airn Hartwig, Vice President

David Gaudio, Treasurer

Paul Hesson, At Large