

**Buckskin Heights Road Association**  
**BOARD MEETING MINUTES • Tuesday, July 16, 2024**  
Zoom Meeting • 6:30 pm

**ATTENDANCE:**

Board Members: Donna Braun, Rich Evans, Dan, McQueen, Cindy Smith, Sue Weber, Justin Wilson  
Community Members: Mary Arnold, David Gaudio, Allan Heese, Brian Ludwig, Brittany Woods, Dave Smith, Bill Torrey

**CALL TO ORDER, WELCOME/INTRODUCTIONS, QUORUM:**

President Dan McQueen called the meeting to order at 6:35pm and declared that a quorum was present.

**APPROVAL OF AGENDA:**

Sue Weber made a motion to approve the agenda as distributed. It was seconded and **approved**.

**Secretary's Report:**

1. Secretary Cindy Smith made a motion to confirm the email approval of the Minutes of the March 25, 2024 board meeting. It was seconded and **approved**.

**Treasurer's Report:**

2. Treasurer Sue Weber reviewed the July 16 Treasurer's report and budget update (attached). Highlights include:
  - A. VP Rich Evans stated that \$5K will likely be moved into the culvert/ditch work budget category to be spent for necessary work at the bottom of Otter Rd.
  - B. Jodi Abbott and Bonnie Torrey conducted the 2023 financial audit. All was in conformity with generally accepted accounting principles (attached).
  - C. State and Federal 2023 Tax Forms were filed on 4/1/24. No tax was due.
3. The hearing on Boondocks LLC petition to approve the zoning change on 2 properties on Lower Otter will be held on Mon, July 22. Denise Jackson, Brian Ludwig and Rich Evans plan to participate.
4. Dan McQueen made a motion to approve the treasurer's report. It was seconded and **approved**.

**Road Report:**

5. \$30k budgeted for 2024, with three road base deliveries:
  - A. April: 2 loads (26 tons) recycled asphalt (RA), \$1126 delivered.
  - B. May: 6 loads (85 tons) RA, \$3615 delivered.
  - C. June:
    - 3 loads (40 tons) of crushed gravel, \$2160 delivered
    - 3 loads (38 tons) of washed rock (round), \$2268 delivered
    - 3 loads (42 tons) of RA, \$1645 deliveredThe RA was of poor quality, so the company refunded the board. The company delivered washed rock as a back-up, which proved unsuitable and will not be delivered again. Bill Torrey will try to move as much of the rounded rock further down the road toward the gate.
6. Future:
  - A. Brian Ludwig suggested calling Jessie (MCMS) for further advice.
  - B. Mary Arnold suggested calling the city for quotes for material.
  - C. Brittney Woods suggested the board donate money to Bill for consumable supplies for his tractor, which is permitted by our Bylaws.
  - D. In July, an additional 9-12 loads will be delivered. Bill Torrey can spread 2 loads at a time.
  - E. Rich Evans plans \$5K for ditch and culvert work this summer. Allan Heese suggested starting a subcommittee to help Rich plan and deal with lower Otter neighbors.
7. Cindy Smith made a motion to approve the road report. It was seconded and **approved**.

**Gate Report/Security Report:**

8. Michael Fallon has offered \$12K to the Association if a new gate is purchased and moved farther down Otter Rd. A special assessment would need to be approved by a 2/3 vote of the membership to cover the balance of the cost.

- A. Brian Lodwig offered to make “a substantial donation” if gate is moved below the lower 3 properties, to the area near the water tower (between road markers 7-8). He will join the gate committee to aid in this project.
- B. Rich Evans stated that Michael Fallon is negotiating with the internet company regarding the cell tower on his property and hopes to have the internet company pay for security system at gate, to include cameras, if a new gate is located in the turn-around area above the lower cattle guard (between road markers 20-21).
- C. Rich added that the location of any new gate needs discussion and identification of pros and cons by the gate committee.

**Fire Committee Report:** None

**Old Business:** None

**New Business:**

- 9. The draft annual meeting agenda was reviewed and approved as modified by discussion (attached).
  - Minor Proposed Bylaws Changes: Sue Weber consulted with Parliamentarian Lola Fehr who agreed that the proposed wording changes clarify that members may vote at any Association meeting in-person, electronically or by proxy.
  - Cindy Smith made a motion for the use of the Ezell’s porta-potty for the annual meeting, with a cleaning fee of up to \$150. It was seconded and **approved**.
- 10. Community Mapping Project: David Smith is working with Rich Evans and Bill Torrey to map locations of road base spread, ditch and culvert work. They are also adding in road markers and parcel boundaries. They hope to present an update at the annual meeting.

**Executive Session (If Necessary):** None

**ADJOURNMENT:** The meeting was adjourned at 8:08pm.

Respectfully submitted,  
Cindy Smith, Secretary

# Buckskin Heights Road Association Treasurer's Report

Sue Weber, Treasurer – July 16, 2024

<b>1. Checking account balance 7/16/24</b>	=	\$28,977.47
Pending Expenses	=	\$164.24 *
Pending Deposits	=	\$0.00
Checking available	=	\$29,141.71
<b>Savings account balance 7/16/24</b>	=	\$5,015.81
<b>TOTAL AVAILABLE 7/16/24</b>	=	\$34,157.52

- \*Pending Expense:** President to reimburse treasurer for BHRA's annual Zoom subscription.
- Dues:** 2024 dues for 64 of 67 properties (57 of 60 owners) are in progress or paid in full. Lien(s) will be filed on or after August 1 on any properties with delinquent dues. If past practice holds up, this will be unnecessary.
- Budget Update** as of July 16, 2024 attached.
- Recently Completed Property Sales**

2021=8 sales; 2022=9 sales; 2023=6 sales; 2024=2 sale YTD. Total 2021-YTD = 26 sales, 39% since Cameron Peak Fire (October 2020)

  - 1/27/23 – Keifer Jacobson (13382 Otter) to Melissa St Clair & Benjamin Hodgin
  - 2/8/23 – Edwin Standard (13960 Otter Rd) to Ian Morello, John & Jennifer Appelman
  - 5/1/23 – Scott & Sharon Lazarowicz (8025 Wolverine Ct) to John Ferrier
  - 5/16/23 – Darin & Erin Glenn (12721 Woodchuck Dr) to Landon & Anna Bruggeman
  - 8/23/23 – Kenneth Hersh (2 properties on Lower Otter) to Boondocks Land LLC/Lacy & Kieth Haugan
  - 3/7/24 – Julie Weaver/John Niesel (3820 Raccoon Dr) to William & Bonnie Torrey
  - 4/19/24 – Jacob & Samantha Jandrew (12727 Otter Rd) to Crystal DeLorey
  - 6/17/24 – Melissa St Clair/Benjamin Hodgin (13382 Otter Rd) to Alix Meisinger/Leah Loostrom
- Current Properties for Sale/Pending Closings**
  - Boondocks Land LLC/Lacy & Kieth Haugan (2 properties on Lower Otter)
- Results of 2023 Audit:** Jodi Abbott and Bonnie Torrey conducted the 2023 financial audit. All was in conformity with generally accepted accounting principles (attached).
- State and Federal 2023 Tax Forms** were filed on 4/1/24. No tax was due.

**BHRA EXPENSE & INCOME SUMMARY • July 16, 2024**

A	B	C	D	E	F	G	H
Category	2023 Actual	2024 Approved Budget	2024 Actual Expenses & Income to Date	2024 Budget Over (Under) to Date	2024 Expected Remaining Expenses & Income	2024 Projected Total Expense & Income	2024 Projected Over (Under) Budget
Bank Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Emergency Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gate Maintenance	\$1,005	\$1,000	\$181	(\$819)	\$819	\$1,000	(\$0)
Grant Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$1,535	\$1,650	\$0	(\$1,650)	\$1,650	\$1,650	\$0
Legal/Financial/Procedural	\$398	\$350	\$10	(\$340)	\$340	\$350	\$0
Mailings	\$206	\$150	\$139	(\$11)	\$50	\$189	\$39
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Signs & Accessories	\$0	\$500	\$476	(\$24)	\$24	\$500	(\$0)
Office Supplies	\$23	\$100	\$0	(\$100)	\$100	\$100	\$0
Technology	\$196	\$400	\$0	(\$400)	\$400	\$400	\$0
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Road Base Homeowner	\$951	\$0	\$0	\$0	\$0	\$0	\$0
Road Ditches & Culverts	\$855	\$1,000	\$0	(\$1,000)	\$1,000	\$1,000	\$0
Road Grader Operator	\$9,100	\$10,000	\$287	(\$9,713)	\$9,713	\$10,000	(\$0)
Road Base	\$27,438	\$19,000	\$10,814	(\$8,186)	\$9,500	\$20,314	\$1,314
<b>BHRA Road Expense Subtotal</b>	<b>\$37,393</b>	<b>\$30,000</b>	<b>\$11,101</b>	<b>(\$18,899)</b>	<b>\$20,213</b>	<b>\$31,314</b>	<b>\$1,314</b>
<b>Expense Subtotal</b>	<b>\$41,706</b>	<b>\$34,150</b>	<b>\$11,906</b>	<b>(\$22,244)</b>	<b>\$23,596</b>	<b>\$35,502</b>	<b>\$1,352</b>
Dues & Late Fees	\$30,095	\$33,000	\$33,080	\$80	\$1,335	\$34,415	\$1,415
Emergency Donations	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest	\$8	\$8	\$0	(\$8)	\$8	\$8	\$0
Grant Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remote Control Sales	\$32	\$50	\$0	(\$50)	\$50	\$50	\$0
Homeowner Road Reimburse/Donation	\$1,750	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Income Subtotal</b>	<b>\$31,885</b>	<b>\$33,058</b>	<b>\$33,080</b>	<b>\$22</b>	<b>\$1,393</b>	<b>\$34,473</b>	<b>\$1,415</b>
<b>Checking Cash Flow Balance</b>	<b>(\$9,822)</b>	<b>(\$1,092)</b>	<b>\$21,174</b>			<b>(\$1,030)</b>	

**NOTES**

\$115 more than last year

Annual/special meeting mailings/handouts; dues ballots

Zoom subscription

Roadbase includes June Aggregate Logistics invoice  
2022: 35 loads (15T) at \$496/load

2023: 35 loads (15T) at \$695/load (40% increase over 2022)

Road expense increased by ~\$1300 due to higher anticipated income

**Dues Income...**

...65 (of 67) properties, 58 (of 60) owners have paid all/some \$500 annual dues; \$50 in donations (down from last year)

We can spend about \$1K more in 2024 than our budgeted annual income because of \$1,732 carryover from 202

**BHRA ASSET SUMMARY**

A	B	C	D	E	F	G	H
Category	2023 Actual Ending Balance	2024 Budgeted Ending Balance	2024 Actual Balance to Date			2024 Projected Ending Balance*	
BHRA Checking Balance Available	\$1,732	\$640	\$28,977			\$702	
BHRA Savings Balance	\$5,016	\$5,024	\$5,016			\$5,024	
<b>Total Assets</b>	<b>\$6,748</b>	<b>\$5,664</b>	<b>\$33,993</b>			<b>\$5,726</b>	

\*Target is \$500 to avoid bank fee.

# FY2023 INDEPENDENT AUDITOR'S REPORT

To the Board of Directors  
Buckskin Heights Road Association  
P.O. Box 352, Masonville, CO 80541

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## Report on the Financial Statements

We have audited the Treasurer's Report; Audit Summary; expense invoices and authorizations; income receipts; and bank statements and check register of Buckskin Heights Road Association as of December 31, 2023.

### BHRA's Board of Directors Responsibility for the Financial Statements

The Board is responsible for the preparation and fair presentation of these statements, and management of them to be free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we perform the audit to obtain reasonable assurance about whether the statements are free of material misstatement.

The procedures we have performed include but are not limited to: 1) reviewing invoices, receipts and deposits of the organization; 2) reviewing the check register, bank statements, and BHRA Membership Roster, comparing the three for consistency; 3) reviewing expenses for reasonableness as to their use; 4) confirming all invoices had notations that they had been reviewed; and 5) confirming the beginning and ending cash balance in the checking and savings accounts match the Asset Summary report.

## Conduct of Audit

We conducted our audits in accordance with auditing standards generally accepted in the United States of America, specifically those defined by the Association of International Certified Professional Accountants (AICPA). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.

An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

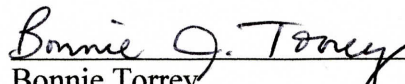
## Opinion

In our opinion, the statements referred to previously present fairly, in all material respects, the financial position and cash flows of Buckskin Heights Road Association as of December 31, 2023, in conformity with generally accepted accounting principles in the United States of America.

Both Bonnie Torrey and Jodi Abbott are residents and members of the Buckskin Heights Road Association and have performed this audit free of charge.

  
\_\_\_\_\_  
Jodi Abbott

4/24/24  
Date

  
\_\_\_\_\_  
Bonnie Torrey

4/24/24  
Date

**Buckskin Heights Road Association Treasurer's Report for FY2023**  
 With **APPROVED** 2024 Budget • January 22, 2024

**EXPENSE/INCOME SUMMARY**

A	B	C	D	E	F	NOTES
Category	2022 Actual	2023 Approved Budget	2023 Actual	2023 Difference Over (Under)	2024 APPROVED Budget	
Bank Fees	\$0	\$0	\$0	\$0	\$0	
Emergency Expense	\$0	\$0	\$0	\$0	\$0	
Gate Maintenance	\$0	\$500	\$1,005	\$505	\$1,000	
Grant Expense	\$0	\$0	\$0	\$0	\$0	
Insurance	\$1,337	\$1,400	\$1,535	\$135	\$1,650	
Legal/Financial/Procedural	\$383	\$500	\$398	(\$102)	\$350	
Mailings	\$198	\$300	\$206	(\$94)	\$150	
Miscellaneous	\$0	\$0	\$0	\$0	\$0	
Road Signs & Accessories	\$0	\$500	\$0	(\$500)	\$500	
Office Supplies	\$54	\$100	\$23	(\$77)	\$100	
Technology	\$154	\$350	\$196	(\$154)	\$400	
Transfer to Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	
Road Base Homeowner	\$3,000	\$0	\$951	\$951	\$0	
Road Culverts & Ditchwork	\$1,705	\$1,500	\$855	(\$645)	\$1,000	
Road Grader Operator	\$18,243	\$16,000	\$9,100	(\$6,901)	\$10,000	
Road Base	\$14,349	\$20,000	\$27,438	\$7,438	\$19,000	
<b>BHRA Road Expense Subtotal</b>	<b>\$34,296</b>	<b>\$37,500</b>	<b>\$37,393</b>	<b>(\$107)</b>	<b>\$30,000</b>	
<b>Expense Subtotal</b>	<b>\$39,423</b>	<b>\$41,150</b>	<b>\$41,706</b>	<b>\$556</b>	<b>\$34,150</b>	
Dues & Late Fees	\$41,890	\$30,150	\$30,095	(\$55)	\$33,000	Budgeted Dues Income...
Emergency Donations	\$0	\$0	\$0	\$0	\$0	...assumes 66 properties of 67 properties (61 of 62 owners) pay
Interest	\$1	\$6	\$8	\$2	\$8	\$500 annual dues (includes undesignated donations)
Grant Income	\$0	\$0	\$0	\$0	\$0	
Remote Control Sales	\$112	\$100	\$32	(\$68)	\$50	
Road Base Homeowner Reimburse	\$3,004	\$0	\$1,750	\$1,750	\$0	
Miscellaneous	\$0	\$0	\$0	\$0	\$0	
Transfer from Savings/Emergency Acct	\$0	\$0	\$0	\$0	\$0	
<b>Income Subtotal</b>	<b>\$45,007</b>	<b>\$30,256</b>	<b>\$31,885</b>	<b>\$1,629</b>	<b>\$33,058</b>	
<b>Cash Flow Balance</b>	<b>\$5,585</b>	<b>(\$10,894)</b>	<b>(\$9,822)</b>		<b>(\$1,092)</b>	

**ASSET SUMMARY**

A	B	C	D	E	F	NOTES
Category	2022 Actual Ending Balance	2023 Budgeted Ending Balance	2023 Actual Ending Balance	2023 Difference Over (Under)	2024 Budget Ending Balance	
Checking Balance	\$11,561	\$1,732	\$1,732	(\$0)	\$640	Budgeted Checking Ending Balance...
Savings Balance	\$5,008	\$5,015	\$5,015	\$0	\$5,023	...for 2024 is the 2023 actual ending balance plus the net budgeted
<b>Total Assets</b>	<b>\$16,569</b>	<b>\$6,747</b>	<b>\$6,747</b>		<b>\$5,663</b>	2023 cash flow balance. The target of >\$500 allows for minimum bank balance to avoid fees.

Fiscal Year 2023 Data Respectfully Submitted for Audit by:

Suzanne Weber 5/6/24  
 Suzanne Weber, Treasurer, September 2021-Present Date

Fiscal Year 2023 Data Audited and Approved by:

Jodi Abbott 4/24/24  
 Jodi Abbott, BHRA Member Date  
Bonnie Torrey 4/24/24  
 Bonnie Torrey, BHRA Member Date

**BUCKSKIN HEIGHTS ROAD ASSOCIATION**  
**SUNDAY AUGUST 25, 2024 ANNUAL MEETING**

**When:** Sunday, August 25, 2024, 2:30pm Mountain Time – Please plan to arrive/logon 30 min early to socialize

Attached meeting materials also available at [buckskinheights.org/](http://buckskinheights.org/)

**Where: In-Person:** Cindy & Dave Smith's Garage (13512 Otter Rd)

**By Zoom:** Meeting information below will also be sent to member email addresses.

**BHRA members in good standing must register once in advance to attend the Zoom meetings at:**  
<https://us02web.zoom.us/meeting/register/tZcrdOirrDMoEtFWsdAJEYwuZCslhpnr12A5>

After registering, you will receive a confirmation email containing information about joining the meeting(s).

**MEETING AGENDA**

1. Call to order; attendance; review agenda
2. Review of the Board-approved 2023 Annual Meeting Minutes
3. Date for next year's meeting: Sunday, Aug 24, 2024 at 2:30pm.
4. Treasurer's Report
5. Road Report – Work done to date, recommended future work to be done
6. Gate Report
7. Fire Committee Report
8. Nomination and election of BHRA Board members for 2023-24
9. Discussion/action on proposed *Bylaws* amendments (attached)
10. Open floor for additional BHRA-related items
11. Adjourn

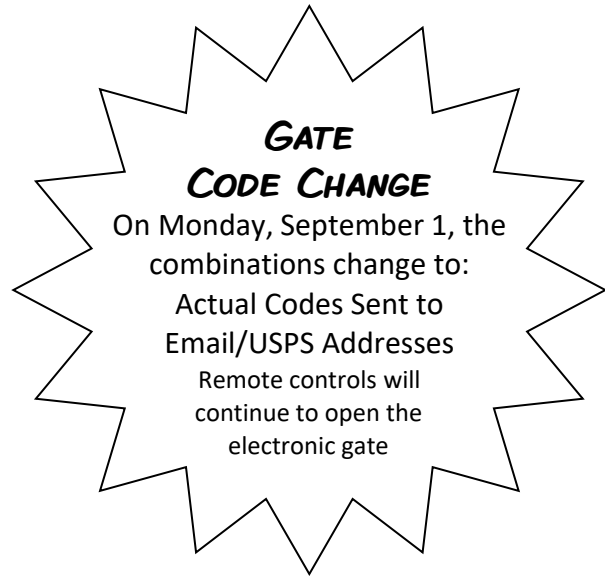
**CURRENT BHRA BOARD MEMBERS**

Dan McQueen\*\* ..... President  
Rich Evans ..... Vice President  
Cindy Smith\* ..... Secretary  
Sue Weber..... Treasurer  
Donna Braun\*\*\* ..... At Large  
Justin Wilson ..... At Large

\* 1<sup>st</sup> term ending, eligible for re-election to 2-yr term  
\*\* 2<sup>nd</sup> term ending, ineligible for re-election  
\*\*\* Filling end of Bill Torrey's 1<sup>st</sup> term, eligible for election to first 2-yr term

**CONDUCT OF THE HYBRID INPERSON/ZOOM ANNUAL MEETING:**

We ask for your patience, courtesy and good humor as we work through the agenda. Members who wish to speak must be recognized by the meeting chair and abide by time constraints – we'll tell you how at the meeting. **We plan to adjourn no later than 5pm unless there is a vote to continue.**



**THINGS TO DO BEFORE THE MEETING**

On August 25, we will be voting on new officers and proposed bylaws amendments by paper ballot or show of hands. The Board ([bhra80541@gmail.com](mailto:bhra80541@gmail.com) or Cindy Smith 970-612-6102) would like to have as much information from you as possible in advance:

- **Please submit nominations for election to the Board by Wednesday, August 21.** Make sure the person you are nominating is willing to serve.
- **Please submit any proxy voting documentation to the Board by Wednesday, August 21.** You may follow the instructions on the attached form to submit your proxy by email or USPS. No membership may vote more than 2 proxies.
- **Please review the proposed bylaws amendment document.**
- **Please register for the Zoom meeting(s) in advance at the logon URL above.**
- **Please attend one of the Informational Zoom meetings (Mon Aug 5 and Thu Aug 15 – more information on the back).** Time at the annual meeting will be limited; these preliminary meetings will give you an opportunity to informally discuss the bylaws amendments.

## **PROPOSED AMENDMENTS TO BHRA BYLAWS**

We have identified two areas in our current *Bylaws* that need minor modification to be consistent with other parts of the *Bylaws*. Please read the attached explanations carefully.

**Discuss the amendments via two optional Zoom meetings as follows:**

- **Monday August 5 at 6:30pm**
- **Thursday August 15 at 6:30pm**

(The same registration link you receive after registering for the annual meeting will also allow you to join these optional bylaws discussion meetings.)

**Please plan to join one or both of these meetings to answer any questions you may have prior to the annual meeting.**

## **VOTING AT THE HYBRID INPERSON/ZOOM ANNUAL MEETING**

We will be using by paper ballot or show of hand to elect Board members and vote on proposed bylaws amendments. Here's how:

- The enclosed document describes the exact wording of each proposed amendment. Each amendment must receive a 2/3 vote of approval for adoption. In-person, Zoom and proxy votes will be tallied at the annual meeting.
- Zoom registration is limited to members in good standing in the Association. **Each membership should register only once under one email address.** Each membership is entitled to only one vote – if both owners of the same property register under different emails and both attempt to vote, all votes from that membership will be discarded.
- When you register, you will be asked for your name, phone number, email address and the road address of your Buckskin Heights property.
- After registration, you will receive a confirmation email with a link that will allow you to join any of the three currently scheduled possible meetings listed above. Be sure to save that email!
- You may need to download and install – or update – the Zoom app on your device.
- Any questions about Zoom? Contact Sue Weber (315-806-4793 cell, [suweber47@gmail.com](mailto:suweber47@gmail.com)).

## **PROXY VOTING AT THE ANNUAL MEETING**

Proxy voting is allowed by our *Bylaws*. If you wish to have someone vote your proxy, please follow the attached directions to send or deliver the completed signed form to Secretary Cindy Smith ([bhra80541@gmail.com](mailto:bhra80541@gmail.com), PO Box 352, Masonville CO 80541), preferably by Wed Aug 21. An email containing the information on the form sent from an email address we have on file for you is also acceptable.

**You are responsible for getting your proxy to the Secretary as soon as possible BEFORE the annual meeting begins.**



## **BUCKSKIN HEIGHTS ROAD ASSOCIATION PROXY VOTING**

### **BYLAWS REGARDING PROXY VOTING**

BHRA *Bylaws*, Article VI, Section 5(c):

- i. At annual and special meetings of the Association, a member entitled to vote may vote in person or by proxy.
- ii. The proxy must be executed in writing and include:
  - The date of the meeting;
  - The name and address of the person designated to execute the proxy;
  - The specific or general scope of the proxy; and
  - The name, BHRA property address and dated signature of the member granting the proxy.
- iii. An email containing all the bulleted information above from the member granting the proxy, sent from an email address on file with the Association, is acceptable.
- iv. All proxies must be presented to the Secretary of the Association before the meeting is called to order. It is the sole responsibility of the member granting the proxy to ensure that her/his proxy is received in a timely manner.
- v. The Secretary shall determine the validity of all proxies.
- vi. No membership may vote more than two (2) proxies at any meeting.

### **INSTRUCTIONS**

You may execute a proxy in one of three ways:

1. **EMAIL:** Copy the PROXY FORM below into an email, and send the completed information to [bhra80541@gmail.com](mailto:bhra80541@gmail.com) from the email address we have on file for you, preferably by 9am of the morning of the scheduled meeting.
2. **USPS:** Copy, print and complete the PROXY FORM below and mail it to BHRA, PO Box 194, Masonville CO 80541. Your hard copy proxy should reach the Masonville post office at least 24 hours before the scheduled meeting to be sure it is in the hands of the Secretary when the meeting is called to order.
3. **HAND DELIVER:** Copy, print and complete the PROXY FORM below and hand deliver your hard copy in person (or otherwise verify your identity) to the BHRA Secretary preferably by the day before the meeting is called to order.

### **PROXY FORM**

I am a Member in good standing of the Buckskin Heights Road Association. I will not attend the annual/special meeting of the Association designated below and wish to appoint a proxy as follows:

Address of Property Owned in Buckskin Heights:

Name of Person Designated as Proxy:

Address of Person Designated as Proxy:

Association Meeting Date:

Scope of Proxy: By this designation of proxy, the Proxy may attend and represent the Member with the full power to vote and act for the Member in the same manner, to the extent and with the same effect as if the Member were personally present. The Proxy shall have the authority to vote entirely at the discretion of the Proxy.

Your Name (Member):

Date Signed:

CURRENT	PROPOSED	PROS & CONS AND/OR EXPLANATION
<p><b>Proposed Amendment #1</b> <b>Article I. Government</b> <i>Section 4. Removal or Resignation of Directors.</i></p> <p>a. <del>After the annual meeting in 1975,</del> any member of the Board of Directors may be removed from the Board by a three-fourths (3/4) majority <del>vote</del> of the membership <del>present either</del> at an annual meeting or a special meeting called in accordance with these <i>Bylaws</i>. {Change approved 9/10/23}</p>	<p><b>Article. I Government</b> <i>Section 4. Removal or Resignation of Directors.</i></p> <p>a. Any member of the Board of Directors may be removed from the Board by a three-fourths (3/4) majority of the memberships <b>in good standing voting</b> at an annual meeting or a special meeting called in accordance with these <i>Bylaws</i>. {Change approved 9/10/23 &amp; 8/25/24}</p>	<p>The phrase “After the annual meeting in 1975” is superfluous.</p> <p>Deleting the word “present” (with minor wording changes regarding voting) reflects the fact that memberships in good standing may vote in person, electronically or by proxy at all Association meetings in accordance with: <b>Article VI. Meetings</b> <i>Section 5. Voting at Meetings or by Mail.</i> ... b. At annual and special meetings of the Association, a membership entitled to vote may vote in person, electronically or by proxy. {Change approved 8/28/20 &amp; 9/10/23}</p> <p>Deleting “either” and adding “in good standing” makes the resulting language parallel to Proposed Amendment #2.</p>
<p><b>Proposed Amendment #2</b> <b>Article V. Dues</b> <i>Section 1. Dues.</i></p> <p>...</p> <p>b. When a simple majority of the memberships in good standing <del>present</del> at an annual meeting, or special meeting called to consider a change in dues, discusses and recommends a vote to change the annual dues, the Board shall: {Change approved 4/30/18 &amp; 9/10/23}</p> <p>i. Conduct a mail vote in accordance with these <i>Bylaws</i> within thirty (30) days.</p> <p>ii. 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.</p>	<p><b>Article V. Dues</b> <i>Section 1. Dues.</i></p> <p>...</p> <p>b. When a simple majority of the memberships in good standing at an annual meeting, or special meeting called to consider a change in dues, discusses and recommends a vote to change the annual dues, the Board shall: {Change approved 4/30/18, 9/10/23 &amp; 8/25/24}</p> <p>i. Conduct a mail vote in accordance with these <i>Bylaws</i> within thirty (30) days.</p> <p>ii. 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.</p>	<p>Deleting the word “present” reflects the fact that memberships in good standing may vote in person, electronically or by proxy at all Association meetings in accordance with: <b>Article VI. Meetings</b> <i>Section 5. Voting at Meetings or by Mail.</i> ... b. At annual and special meetings of the Association, a membership entitled to vote may vote in person, electronically or by proxy. {Change approved 8/28/20 &amp; 9/10/23}</p>