

Annual Meeting Minutes

January 13, 2024, 10:00 a.m.

Mancos Public Library

Google Meet Virtual Meeting (Out of Town)



Board of Directors Present

Michale Noland (President), Roy Wilkinson (Vice President), Kim Lanyon (Treasurer), and Charlie Osburn. Terry Wheeler was excused.

HOA members in attendance (14)

Nan Campbell, (Secretary), Steve Campbell, Jennifer Noland, Carol Stout, Diane Cherbak, Duff Simbeck, Russ Siracuse, Donna Riley, Chris Hinds, Stan Mattingly, Bruce Short, Gwen Gold, Diane Collier, and Joe Trungale.

HOA members in attendance via Zoom (7)

Paul Ruatti, Jaye Baldwin, Robert and Calli Rhu, Gary Linscott, Cindy Ruatti, and Carolyn Shimek.

Meeting Called to Order and Quorum Established

The meeting was called to order at 10:00 a.m. and the President confirmed that a quorum was achieved (70 votes being received).

Introduction of Board Members and HOA Members in Attendance

Introductions were made of the Board Members and the HOA Members in attendance.

2023 Election Results

All the votes (electronic, written and walk-in ballots) were collected by Jennifer Noland and Russ Siracuse. They tallied all the votes, and the results are as follows:

- Seventy (70) ballots were submitted timely – Fifty-six (56) were online ballots and eleven (11) were mail-in ballots.
- Three (3) ballots were received the day of the Annual Meeting.
- Voting tallies for the candidates were:

Diane Collier	58
Jaye Baldwin	53
Vivek Vasudeva	46
Paul Ruatti	44
Diane Cherbak	37

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- Write-In candidates:

Stan Mattingly 1

Bob Sanders 1

Greg Pope 1

Sherry Nigteagle 1

Mike announced the Board of Directors for 2024:

Michael Noland, Terry Wheeler, Kim Lanyon, Diane Collier, Jaye Baldwin, Vivek Vasudeva, and Paul Ruatti.

President's Annual Report

Mike reported that 2023 had been a year where the temperature of the HOA had been brought down. The Board re-engaged with the Roads Committee and the Committee is doing a good job keeping the roads in good condition. The road base was prepared prior to winter, and this has resulted in snow removal being positive. Mike thanked Chris Hinds for this. The HOA budget for 2024 was re-focused with income mainly going toward road maintenance and fire mitigation with a few ancillary expenses. The discussion of the Covenants was moved forward with the creation of a Covenant Task Force, which brought forth a set of Draft Covenants. The Board will continue to move these Covenants forward for a vote in 2024. Mike repeated that the final Covenants will probably meet in the middle of opposing issues.

Review of the 2024 Dues

The Annual Dues will remain at \$550 for 2024. Mike stated that this is not enough. The purchase of some items are being deferred and projects are not getting done. And each year, the cost for just doing what is needed increases. The first step is to determine how much more is needed. It was brought up that the dues had been at \$550 for 9 years. Discussion followed:

- What does the Roads Committee need for current maintenance and future projects?
- Re-doing the entrance, which continues to deteriorate and is CMRHOA's responsibility, will be 150% of the budget using 2023 estimates (over \$100,000).
- The agreement with Ancient Cedars RV Park is that the entrance be dirt controlled (no dust). The County has been approached about taking responsibility for the entrance. Their answer was a hard "no." Chris also reported that if the County took over, road maintenance would be very low.
- The ability of the Roads Committee to continue doing adequate road maintenance is down because of inflation. The roads are in good condition due to the work of Dave Oswald with the grader. Dave was thanked for his excellent work.

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- Our dues assessment averages out to \$46 per month. Our needs should be evaluated and then establish what the potential dues might be. Perhaps a special assessment, outside dues payments, could be made for projects such as the entrance re-paving.
- Before dues are raised, numbers are needed and all the reasons for those numbers. The membership needs to be made aware of all the nuances connected with increases and potential projects.
- A cost estimate of hiring contractors to do the roadwork can be put together. The cost continues to rise because of inflation. Hiring contractors will require having inspectors to make sure that the scope of the work is completed and done correctly.
- Ideas for raising funds for projects, such as the entrance, were donations given specifically for projects and “buy a brick.”
- The overall concern of the Membership in attendance and the Board is the communication factor. Members are not responding to the annual election, requests for volunteers, and generally any requests for opinions and/or concerns.

Treasurer’s Report

Kim Lanyon reported the following:

Checking Account as of December 29, 2023	\$44,355.13
Reserve Account as of January 10, 2024	40,508.72

The Table below shows line items where funds were not completely spent in 2023.

	Budget Amt.	Actually Spent	Amt. Not Spent
Snow Plowing	\$12,500	\$11,870	\$ 630
Weed Control	3,852	2,574	2,278
Community Events	300	0	300
Insurance Premiums	6,717	3,089	3,628
Legal Fees	3,500	197	3,303
Equipment Maintenance	4,900	4,496	304
Speed Humps	1,500	0	1,500
Traffic Control	1,700	0	1,700
Office Supplies/Software	1,200	798	402
Road Maintenance	55,500	37,520	<u>17,980</u>
			\$31,025

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State Farm lowered the liability coverage as discussed at our last meeting. A refund of \$209.60 was received.

Diane Cherbak informed the Board of a weed cost share program; the forms were filled out and a check in the amount of \$311.92 was received. Thank you, Diane.

Dues Assessment notices went out on January 4, 2024. \$3,850 has already been received.

Secretary's Report

Nan Campbell reported the following:

Including the January 21, 2023, Annual Meeting, there have been 18 meetings in 2023 where minutes were taken and distributed to the Membership and put on the website. The average Member attendance for the four regularly scheduled Board Meetings was 12 and 1 on Google Meet. The average Member attendance for the three Special Board Meetings was 9 and 9 on Google Meet.

Five properties changed owners in 2023.

Mike announced that Nan is resigning from the Secretary position and thanked her for her work and keeping him organized.

The issue of communication with the Membership was again brought up. It was asked if CMR should go back to snail mail even though it would be expensive to do so. The communication issue will be an issue addressed by the Board.

Member Relations Committee

Russ Siracuse reported that the Committee has not met and restated that Community picnics/potlucks should be tied to activities such as the Fire Drill and the Chipping Program.

Financial Review Committee

Cindy Ruatti and Jaye Baldwin reported for the Financial Review Committee. The Committee has conducted an audit. The audit period was September 2021 to October 2023. The general findings of the audit were:

2021 – Files were disorganized, but no issues or discrepancies were discovered.

2022 – There were missing receipts for a check in the amount of \$331.29 and a check in the amount of \$2,356.61 was not accounted for (check not cashed or voided).

2023 - No issues were noted and files well organized.

The main concern of the Committee for 2022 was several categories of expenses that were either not budgeted or went over budgeted amounts significantly.

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The recommendations of the Financial and Budget Oversight Committee are as follows:

1. Pre-authorization amounts should be decided on by the Board of Directors for each category of expenses. When a limit is reached, the President or Director in charge must present receipts for charges and request for further expenditures.
2. Recommend that the Reserve Account be replenished. (This was done in March 2023.) That the Board makes a resolution on what this money in the reserve account can be used for.
3. Download the current Colorado Statute for Non Profits, make it searchable and use this research tool for Board Members before going to attorneys.
4. Create a report for 2022 legal questions that were asked and answered. Keep all legal emails and correspondence on file with the HOA.
5. Contract Renewals and Subscriptions/Registrations by itself should be eliminated and sub-categories should be instituted for each of the categories (i.e. weed spraying, online, post office box, online meetings, polling, non-profit, etc.)
6. In 2021, several receipts were submitted which had other personal expenses included. Although these expenses were removed, it is recommended that HOA expenses be kept separate when making purchases.
7. Recommend a physical inventory of computers, and other equipment at least yearly with Members self-reporting.

Mike assured us that the Committee's recommendations would be folded into the budget and financial process. There needs to be checks and balances for CMR's budgets and that was one of the reasons the Finance and Budget Oversight Committee was formed.

It was asked if there was any way to recover the budget overages (money) in 2022. Mike answered that possibly mistakes may have been made, but the Board is going forward and not looking backward.

Nan made the comment that there are no financial procedures written down anywhere. What CMR needs are definitions on how to handle non-budgeted expenses, what the process is for being reimbursed for CMRHOA expenses, and how to access the Reserve Account and what it is to be used for, among other things. Until financial procedures are written down and passed from Board to Board, "mistakes" are going to be made. Oral history is not sufficient for financial matters.

Mitigation Committee

Steve Campbell began his report by thanking the Members of the Mitigation Committee and the volunteers who helped with the 2023 mitigation planning and projects. A summary of the year follows:

- Thanks to Bruce Short, the Community Wildfire Protective Plan was updated. A Community Informational meeting was held to review the CWPP and 19 property owners attended. The CWPP is on the website and Steve encouraged everyone to read it.
- The Safe Zone was worked on to keep it accessible and brush clear by 5 volunteers and 4 tractors. A special thanks goes out to Bob Sanders for allowing the Safe Zone to be on his property.
- Two major Chipping Programs were completed. Property owners mitigated their properties and brought the slash to an accessible collection site on their property. A chipper was brought to their property, and anywhere from 6 to 12 volunteers safely chipped 25 properties over a period of 8 days. The mulch was used by the property owner or left for other owners to be picked up and used.
- For the year, 72 CMR neighbors volunteered and donated 294 hours of their time to make CMR a safer place to live.

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Steve concluded his report by announcing that he will be retiring from the position of Chair of the Mitigation Committee due to health issues.

A member commented that they were very appreciative of the Chipping programs and participated both times. They feel that their property is better protected now than when they moved in.

Mike thanked Steve for the work that he had done to organize and work on the mitigation programs.

Roads Committee

Chris Hinds began the report with what had been done on the roads in 2023. Stan Mattingly then reported on plans for the roads for 2024 and in the future.

2023

The entrance on Road 35 was treated with a road binder and potholes patched twice during the year. This portion of the road continues to deteriorate and needs to be addressed as was discussed earlier in the meeting.

Dust abatement (MagChlor) was applied twice and the distance for the application was extended as much as expense would allow. Not only does the MagChlor work for dust abatement, but it also holds the road together. Dave Oswald on the grader and Stan Mattingly and others on the water truck have kept our roads in good condition.

The culvert on J.7 was replaced and the work completed with the help of a contractor since electrical conduits were involved.

There are 20 miles of ditches that need to be cleaned. While many were cleaned, there are still more to be done.

The ditches and drainage project on K.1 had to be deferred until 2024 since contractors' schedules and weather could not be coordinated with the work that needed to be done.

2024 (and beyond)

Stan reported that his main function was in the planning for road projects (maintenance and improvements).

- A goal would be to set up fund accounts for specific projects and prioritize these projects and accounts.
- The Committee is looking into grants that may be available for fire equipment access in and out of the property.
- Road maintenance will be a standard year maintenance. There will be 2 applications of dust abatement (Magchlor) and more road base on Road 35 prior to the applications to help rebuild the road (proper crown and drainage).

Building Advisory Committee

Mike reported that there had been a few issues that had been raised and investigated. Terry Wheeler helped with this process.

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Member Forum

The meeting was turned over to the Members in attendance for comments. Since much discussion had taken place during each portion of the meeting, Mike requested that comments be quick and short since the meeting had run over the allotted time.

Nan Campbell was thanked and recognized for the work that she had done as the Secretary for the past two years.

The Board was thanked for bringing down the temperature in CMR. Steve Campbell, Chris Hinds, and Nan Campbell were thanked for the work they had done.

It was requested that the Board seriously consider changing the Board meetings to a weekday night meeting at 7:00 p.m. Many do not want to spend their Saturday mornings in a meeting.

The Board was thanked for making a huge difference in the atmosphere of CMR and for re-engaging the Roads Committee who are doing a great job on the roads.

Adjournment

The meeting was adjourned at 12:15 p.m.

Addition To The Minutes

An organizational Board meeting was held following the scheduled Board meeting. The purpose of this meeting was to identify the officers of the Board.

The following officers were nominated and elected for the Board:

Mike Noland – President

Terry Wheeler – Vice President

Diane Collier - Secretary

Kim Lanyon – Treasurer

Mike will set up an orientation meeting in the next week or two for the Board.