

Minutes from May 12, 2012

IMRPD Regular Board Meeting

Meeting called to order: 9:00am

Board Attendance: Initially Fred Burdick, Susan Stoval, Beverly Bushaw, Glenn Haas; after oaths of office Board attendance included Susan Stoval, Bev Bushaw, Ron Vail, Ronnie Lane, and Glenn Haas

Guests in Attendance: Forest Wheeler, Tim Higgins, Gail Lane, Pat Bushaw, Beth Myers, Roger Mattson (later)

Additions to Agenda: Gold Pan fencing

Appointment of New Director: Fred Burdick nominated Ronnie Lane to serve as a director on the Board to fulfill the vacancy of Cyndi Burdick that was effective May 1, 2012. He will fulfill a two year term until 2014.

Motion: The Board approves the appointment of Ronnie Lane to serve as a director on the IMRPD Board. *Unanimously approved.*

Ronnie took the oath of office.

2012 Elected Board Members: Fred introduced and administered the oath of office to the four Board members elected via the 2012 election—Susan Stoval, Bev Bushaw, Ron Vail and Glenn Haas.

This was the last official act of outgoing President Fred Burdick. Susan Stoval recognized Fred's leadership and kindly offered thanks from the Board.

Appointment of Board Officers:

Motion: The Board approves the appointments of the following officers to serve the Board---Susan Stoval as President; Ron Vail as 1st VP; Ronnie Lane as 2nd VP; Beverly Bushaw as Treasurer; Glenn Haas as Secretary. *Unanimously approved.*

Secretary's Report (Glenn)

Motion: The Board approves the amended minutes of the April 14, 2012 regular board meeting. *Unanimously approved.*

Several corrections were made to the draft minutes which were included in the amended and final minutes.

Treasurer's Report (Beverly)

Motion: The Board approves the treasurer's report. Balances include General Fund= \$152,746.97
Special Conservation= \$1,753.97 Total= \$154,500.97 *Unanimously approved.*

Additional discussion about the budget information needed by the Board was introduced but discussed later in the meeting and reported later in these minutes.

Business Manager Report (Samantha)

- A Park County tax noticed was received. It appears to be in error and the Board asked Samantha to check with the Assessor's Office.
- An unsolicited letter from an attorney was received offering their services—the letter was circulated around the Board.
- The IM picnic tent has been reserved.
- Board webinar training was discussed. Plan is for Susan, Beverly, Ron and Ronnie to participate next week.
- The identity of the donated ping pong table was determined and Ronnie will make contact with Roy Jackson.
- The CC windows will be cleaned next week.
- The CC floors will receive treatment next Fall.
- The Elkhorn HOA contacted the District about paying one lump sum for using the burn pit rather than their individual property owners making payments.

Motion: The Board approves the use of burn pit by Elkhorn property owners at the sum of \$1K per year paid by the Elkhorn HOA. *Unanimously approved.*

Samantha will follow up and make necessary arrangements.

- A letter suggesting the District would be interested in a cell tower on Indian Mountain was received. Samantha responded that there has been no Board discussion for a cell tower.
- Samantha suggested a work session on a revised IMRPD service plan be scheduled for this Fall.
- Samantha suggested a work session for the 2013 budget be scheduled in the near future.
- In order to get a Board meeting agenda out early, it was agreed that agenda items should be received by the 2nd of each month. It was agreed that President Stoval will compile agenda items.
- The Board visited the District's business office for an orientation. Samantha provided office keys to each Board member, showed where other keys are kept for safe keeping, and reviewed the mail boxes.

It was agreed that only District-related work should be conducted in the office (i.e., no personal use of computer, printer, and fax).

Glenn mentioned that on the previous evening he contacted a person trying to access the District's trash container. It was agreed that personal disposal of trash in the District's container is not acceptable.

- A bill was received from our legal counsel, Collins and Cockrell, that was in error. Charges due to IMPOA were co-mingled with the IMRPD. Glenn will contact to resolve situation.
- Samantha suggested that we need several Board members, particularly a full-time local resident, to have signature authority for District checks. Action on this was taken later in meeting.
- Fred reminded the Board that we need to transfer signature authority from him to others at True Value store and Moore Lumber Company.

Maintenance Manager Report (Forrest)

- Several maintenance topics were discussed. The Board expressed the need for a plan or schedule of activities so that they would better understand the annual maintenance needs and operations.
- A decision about the Lodge siding was postponed until more information was at hand. Ron Vail agreed to work with Forrest to better understand and recommend options to the full Board.

- Forrest was authorized to proceed with maintenance activities on the golf course.

Motion: The Board approves the hiring of a part-time maintenance assistant to support Forrest at the rate of \$12.50 per hour, not to exceed 10 hours per week, from May 1 through September 1, 2012.
Unanimously approved.

Motion: The Board approves that the 2nd VP work with Forrest to develop a maintenance/operations plan or schedule. (Note: The purpose of this plan or schedule would be to better educate the Board on work activities, time and effort, equipment needs, and for preparing the 2013 budget).
Unanimously approved.

Unfinished Business (Susan)

- Pond restoration update---no new information; waiting for weather to proceed with test holes; Ronnie Lane will be point of contact with Leon Lux.
- Rec Hall lease agreement---no new information; Ron Vail will be point of contact with leasee.
- Fire mitigation grant---no new information; should hear in near future; IMPOA will keep us informed
- CPR class---no new information; Susan waiting to hear from instructors
- July 14 meeting---will be held as usual at CC; IMPOA will join District at 10:30 for annual joint meeting.
- July IM picnic---tent and tables being reserved
- CC cracked window---Fred reported that manufacturer has been contacted; Ambrose helping to resolve.
- Plaque for IMPOA contribution to CC sign---Susan will look into options to recognize IMPOA and report back to Board.

New Business

- The Board shared what they considered to be short-term priorities. The items presented included:
 1. Development of a District maintenance plan (or schedule)
 2. Improvement of budget reporting---(e.g., in addition to monthly debits and credits, a table displaying how much of the 2012 budget has been expended to date for each line item).
 3. Revision of Bylaws
 4. Update of IMRPD Service Plan
 5. Filing paperwork with County to dissolve previous 2008 protective covenants---(NOTE: the Board minutes in May 2008 reflect a decision to dissolve and dismiss the March 2008 protective covenants, but paperwork to that effect was not filed with County).
 6. A complete inventory and listing of keys---who has access to what facility (e.g., CC, Lodge, dumpster)
 7. Development of a list of Board sponsored events.
 8. Changing of signature authorities---(i.e., bank, stores)
- The Board shared what they consider longer-term priorities. The items presented included:
 1. Assessment of IM Park trails, signs and need for Frisbee golf course benches
 2. Pond restoration
 3. Obtain legal clarification of District employees versus contractors
 4. Survey of property owners---interests, priorities
- Point of contact with Leon Lux---Ronnie Lane will be POC

- Signature authority:

Motion: The Board approves and authorizes signature authority for the District's financial transactions to Susan Stoval, Beverly Bushaw, and Ron Vail. *Unanimously approved.*

- Ron Vail offered and the Board agreed that he would work with Samantha to provide backup to help ensure the effective and efficient operation of the District's business office and manager.
- Glenn offered and the Board agreed to review and submit suggested Bylaw changes to him. The plan would be for him to collate and present a revised draft at the June Board meeting.
- Glenn will be point of contact with IMPOA.
- Ron Vail agreed to pick up audit information.
- Board agreed that an email data base of IM property owners is important and that partnering with IMPOA made good sense; Samantha needs input from Jacki in order to proceed with building data base; Glenn agreed to work with IMPOA to develop an MOU for access and use of a shared data base.
- Susan recommended that Board meetings being guided by the Roberts Rules of Order; Board approved the purchase of Roberts Rules book.
- Glenn reported on concerns about a hot electric fence at the Gold Pan Park---(i.e., theft of solar unit, safety of hot wires). He proposed another post and wire alternative and will price out for Board consideration.

Public Comments:

Public input was accepted throughout meeting. No additional comments provided at this point of meeting.

Meeting adjourned @ 11:00am

Next meeting of the Board will be June 9, 2012. Minutes recorded by Secretary Glenn Haas and approved by the Board on June 9, 2012.