

INDIAN MOUNTAIN PROPERTY OWNERS' ASSOCIATION

Minutes of December 11, 2021, IMPOA Board Members Meeting

The monthly meeting was held at the IMMD Community Center; called to order by President Kathryn Abrahamson at 10:34 a.m.

Board Attendance:

President, Kathryn Abrahamson, Vice President Brian Kocher, Treasurer Jeff Mason, Secretary Chris Morris, Communications Director Kim Novitch

Absent: Membership Director Chad Wilcox, Director Harry Hill

Staff Attendance: Business Manager Samantha Bertin

Guest Attendance: Bill Morris

Welcome & Introductions: n/a

Agenda Changes: none

Minutes of November 13, 2021 Meeting: There were minor changes; Kathryn made note, updated the minutes, sent them out December 13th; no additional changes; Samantha will have the minutes posted to the IMPOA website.

Financial Reports:

TREASURER: Jeff Mason provided the Treasurer's & Annual Budget reports

Treasurer's report: (emailed 12/9 to BOD)

Current Net Worth, not counting outstanding bills: \$115,376.84

Increase/Decrease in Net Worth: \$21,310.14

Income: \$37,551.00 YTD Actual; \$33,500.00 Full Year Budget

Expenses: \$14,593.67 YTD Actual; \$38,075.00 Full Year Budget

Income Less Expenses: \$22,957.33 YTD Actual; (\$4,575.00) Full Year Budget

PayPal Activity: \$532.10 Ending Balance

Upcoming payments: 2021 Dumpster Day, IT stipend payment (\$500), USPS box rental, screen purchase, annual mailer + stamps

MOTION: BOD approves the Treasurer's Report for November 30, 2021

Annual Budget*: (emailed 12/9 to BOD)

Revised Forecast Budget 2021 \$29,899

Calendar Year 2022 Budget \$55,120

MOTION: BOD approves the 2022 Budget (draft V2) after discussion & recommended revisions

Membership report: Director, Chad Wilcox (absent)

- No report
- Chad sent email on 12/1/21 adding a worksheet to the IMPOA google drive with updated info as of 11/15. Contains the latest recording updates from Park County. The folder is called 2021 IMPOA Membership

After discussion, it was suggested that an understanding of the processes is needed.

1. Process for updating/maintaining the IMPOA historical membership database
2. Process for creating the membership mailing list

Recommended that future monthly report should include:

- # of current members

- Changes to # of members
- Dues received

See addtl comments under Old action items section.

Jeff to contact Chad to share his x-ref list identifying duplicates

Samantha to hold onto the 2 boxes

Business manager report: no separate report

Firewise update (Kim):

- Firewise program status & 2022 efforts
 - Certificate received and Kim put it on display at the Community Center
 - Presentation Plan:
 - tentatively scheduled during spring kickoff in May, 2022
- Chipping and fire mitigation
 - Timberline Spraying & Mitigation Services was recommended
 - Kim provided Timberline estimate
 - \$100/hr, 2 hr min
 - Chip & Broadcast Slash
 - Insured
 - Kim provided reference letters:
 - Big Bear Ranch, Bruce Tweeten
 - CUSP, Frank Miles
 - Addtl details:
 - Agreed the \$10k budget is sufficient for now.
 - Use of the program moving forward will require IMPOA membership.
 - PENDING: Kim w/help from Chris to put together rules for program use/specifications so the board can agree to the rules & back up whomever is enforcing

LUR and covenants (All):

- **Any new LUR and their status**
 - No new LURs
 - In Nov., Sam updated the board on the new LUR being contemplated; no update in Dec.
- **Covenant enforcement**
 - No updated action.
 - Pending from Nov: Kathryn will add to the list of discussion items with attorney clarification on IMPOA fencing easement enforcements (especially on land that does not currently have a fence).
- **Notification letters:** none
 - Jeff mentioned one property and will get the exact address/filing info.
 - Chris & Bill (guest) asked about property West of the Ski Lodge w/old pop-up trailer and trash; Brian found it and identified as NON IMPOA property; 15 acres privately owned; no letter can be sent to owner.

Communications update (Kim):

- Upcoming communications:
- Communication strategy
 - Kim to continue posting regular and relevant postings on NextDoor from IMPOA
 - Kim will delete and organize as needed.

Annual Budget*(Jeff):

- Required inputs
 - Cattle guards and fences
 - From Nov meeting:
 - Jeff follow-up with the board and the county road and bridge regarding the fencing, boundaries, cattle guards, etc.

Review of Prior Action items (All):

- **Planning for annual meeting:**
 - Membership List: At November meeting, a working session was suggested to provide more clarity on the needs of the member list. UNKNOWN STATUS
 - Membership Form: Kathryn updated the current membership form, sent to board, received feedback, finalized form week of Nov 15th.
 - Jeff had 2000 copies z-fold printed and brought to the Dec meeting with postage.
 - Kathryn sent the final form to Sam; website updated for 2022 membership applications.
 - Stuffing of envelopes was scheduled for Dec. 11th meeting; due to process confusion, rescheduled for Jan. 8th meeting.
 - Membership Mailing: Discussion at Nov meeting on how get the database/address list & agreed action was for Kathryn to follow up with Chad and have him send the full database to BOD (with explanation, if needed) so BOD could correspond via email in Nov to identify needs and get updated for mailing. Unclear where the communication broke down.
 - Chad took 2 boxes of labeled envelopes to Sam in Nov w/2 more boxes coming in Dec
 - BOD agreed to wait until Jan meeting to stuff envelopes
 - Paypal: Nov meeting Discussion on updating Paypal process to better capture information. Paypal is also changing some processes that we need to explore/understand. Jeff will research alternatives.
- **Membership drive and targets**
 - Brian updated the survey in Nov; goal to get it out as part of the Jan. 2022 membership mailing
 - Sam solicited feedback from IMMD on the survey content; provided to BOD via email in Dec.
 - Brian to incorporate IMMD feedback on survey form, send to BOD for rvw comment, get it to Jeff for z-fold printing and include with the envelope stuffing in Jan.
- **AV equipment for Community Center**
 - Projector Screen: Jeff brought the projector screen to the Community Center and will make a plan for installation.
- **Fencing & cattle guards: Southern entrance**

- Jeff quoted approximately \$20k for cattle guard
- Discuss IMPOA strategic plan and POA&M
 - PPT emailed from Brian to BOD on 11/12/21
 - Suggestion to review, revise and better organize an IMPOA planning calendar so everyone is clear about current and future projects, tasks, events.
 - Need a plan for more frequent collaboration between IMPOA & IMMD
- Welcome letter
 - Brian emailed draft of the Welcome Letter to BOD on Dec 10th
 - Pending feedback
- Member identification (mirror tab/stickers)
 - No Decision
 - Discussion on how to balance identification, feeling of community “affiliation” vs privacy
 - Membership card, sticker, other

Old Action Items: items tabled for future meeting:

- Welcome package
- POA/IMMD roles and responsibilities
- Property owner survey gameplan

New Business:

- Food Bank Donation:
 - BOD approved \$100 contribution to the Food Bank; Kim posted announcement on NextDoor IMPOA on December 11th
- IMMD/IMPOA pot luck at January 8th meeting
 - IMMD invited IMPOA to participate in pot luck; IMMD to provide main entrée, pork loin; IMMD to send out invites

Meeting adjourned by President Kathryn Abrahamson at 12:38pm

Next meeting, January 8, 2022, 10:30am or following IMMD.

Minutes submitted by Chris Morris 12/30/2021.

Minutes revised w/changes during January 8, 2022 IMPOA meeting; final version submitted by Chris Morris 1/8/2021 for business mgr, Samantha to have added to the IMPOA website.

/cm01.08.2022