

# INDIAN MOUNTAIN PROPERTY OWNERS' ASSOCIATION

Minutes of January 8, 2022, IMPOA Board Members Meeting

The monthly meeting was held at the IMMD Community Center; called to order by President Kathryn Abrahamson at 10:30am

## Board Attendance:

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

**Absent:** Director Harry Hill

**Staff Attendance:** Business Manager Samantha Bertin by phone

**Guest Attendance:** None

**Welcome & Introductions:** n/a

**Agenda Changes:** None

**Minutes of December 11, 2021 Meeting:** There were minor changes;

**MOTION:** Jeff motioned to approve minutes w/the changes, Brian 2<sup>nd</sup>; all approved.

Chris made note, updated the minutes, emailed the final to BOD and to Business Mgr, Sam to have minutes posted to the IMPOA website.

## Secretary Report: (Chris)

- New Agenda form presented
  - **ACTION:** Chris will revise the form w/suggested changes & post it on the IMPOA G-Drive
- New Action Tracker/Suggestion Box Excel wksheet presented & process discussed
  - **ACTION:** Chris will add the wksheet to the G-Drive & "Share" it with BOD for everyone to access/update

## Business Manager Report: (Samantha)

- Nothing to Report
- No revisions to the New Agenda form for her section

## Treasurer Report: (Jeff)

Treasurer, Jeff Mason provided the Treasurer's report which was emailed to BOD 1/7/22

|                             |                            |
|-----------------------------|----------------------------|
| <b>Date</b>                 | <b>12/31/2021</b>          |
| Bank Balances               | \$115,124.20               |
| Other (merchandise, Paypal) | <u>\$ 1,197.86</u>         |
| Ending Net Worth            | <b><u>\$116,322.06</u></b> |

| Category       | Actual      | Full Year Budget |
|----------------|-------------|------------------|
| Total Income   | \$39,103.00 | \$33,500.00      |
| Total Expenses | \$14,710.69 | \$38,075.00      |

Overall, spending was down in 2021 due to continuing COVID-19 restrictions and concerns.

**MOTION:** Kim motioned to approve the December 31, 2021 Treasurer's Report; Kathryn 2<sup>nd</sup>; all BOD approved

### **Membership report: (Chad)**

- # & % of current members in good standing (dues pd by Sept 1<sup>st</sup>)
  - 668
- Membership changes from last month & dues received
  - Minus 25
- Property changes from last month
  - Nov to Dec, 18 property changes
- Membership drive targets & status
  - Envelopes to be stuffed, sealed, stamped after meeting for Samantha to mail
  - SURVEY Brian created; content approved
    - **MOTION:** Kathryn motioned, Kim seconded, BOD approved to send the survey electronically instead of mailing. Brian to finalize
- Database Status
  - Chad to manage w/help from Jeff
  - Membership list is IMPOA maintained.
  - Chad will update the G-drive monthly & send to BOD for review
  - Annually update using the Park County list as master information
  - Add a column for "Membership Date Paid"
  - Chad to draft the Process; BOD to rvw; Chris to archive on G-Drive

### **Firewise update: (Kim)**

- Firewise program status & outstanding requirements
  - Annual presentation
    - Suggestion to have a Mini-version of presentation at the picnic
    - Suggestion to video-tape & add to web site for reference
    - Kim found docs from 10 years ago; Sam provided insight and has the original docs
    - Jeff will get the pdf files to convert to Word doc for Kim
- Schedule of Activities update
  - Chipping
    - Timberline set up for August
    - Kim to send out the criteria & expectations to BOD for rvw & finalize at Feb meeting
    - Kim to send out "Save the Date" reminders
  - Other

### **LUR (land use regulations) and Covenants: (BOD)**

- LUR enforcement
  - Kathryn spoke w/atty; retainer or \$260/hr rate options
  - Kathryn to have atty look at Filings & get recommendations w/cap on hours & report to BOD
    - Include finding out what authority IMPOA has, fences, signs, etc.
  - BOD send Kathryn questions they want asked
- Covenant enforcement
  - Need to understand if IMPOA can/cannot do enforcement OR can this covenant be removed
- Enforcement Actions
  - Complaints Received

- Want to know from the complainer how they are being “impacted”
  - Investigation Status & Recommendations
  - Letters Sent
    - None
  - County Interactions
    - Jeff monitoring; nothing new to report
- Any new LUR and Status
  - None reported
- Notification Letter Status
  - None pending

**Communications update (Kim):**

- Upcoming communications
  - MailChimp
    - Kim & Kathryn to discuss MailChimp & the Newsletter
    - Kim work w/Chad on updated emails in MailChimp
    - Kathryn to export for comparison
  - Kim draft Chipping “Save the Date” email
  - Newsletters; Spring, Fall, Winter; Kim & Kathryn to coordinate
- Email received and responses
  - Kim handling
- Event Updates
  - IMPOA web site confusing label says IMMD & links to combined calendar managed by Samantha
    - Education needed on where to look for the calendar & events; possibly change “IMMD” label on the IMPOA website to read “Community” calendar
  - Kim – press release to communicate better
  - Kim to add Events to the new Action Tracking worksheet on the G-Drive

**Strategic Planning Report: (Brian)**

- IMPOA strategic plan status/update (attachment)
- Open Discussion
  - BOD send comments/suggestions to Brian before Feb meeting; wants to formalize planning document for meetings
  - Kathryn suggested adding and “Events” section
- Note any new actions and lessons learned

Meeting adjourned by President Kathryn Abrahamson at 12:12pm

Next meeting, February 12, 2022, 10:30am or following IMMD.

Minutes submitted for BOD approval by Chris Morris 1/14/2022; resent 2/7/22.

Minutes APPROVED by IMPOA BOD 2/12/2022. To Rich for website posting 2/20/2022/cm