

ETLOA Board Meeting

June 30, 2024

Minutes

The meeting was called to order at 10:13 am on June 30, 2024.

In attendance were:

Dave Jurich (Director)
Dan Anthone (Director)
Lauren Grady (Director)

Property owners:
Jeff Ashby
Steve Sage
Christi Wisleder
Dennis Couture
Bill Noel
Susan Sams (briefly)

A quorum was established.

Annual member letters:

90 letters were sent by U.S. mail along with 27 late notices to properties with late dues.
3 letters by email only (as per owner request), as well as two sent to new owners by email for whom we didn't have an address on record yet.
So far – 3 letters returned undeliverable or with forwarding addresses – all have been re-sent.

Financial Report:

Dave - \$7761.88 in the bank account.

Recent activity: small purchases made by Dave & Lauren (file box, deposit stamp).

Soon to be paid include a check for the annual website maintenance fees and a renewal of the HOA insurance policy to be paid (\$967.00).

Budget request item: It was recommended by our website hosts (Dan/Christi Wisleder) that we add SSL certification to the website to protect against spoofing. Cost is \$10/month (\$120/year). 3 board members in favor. Approved.

Action Item: Dan Wisleder – add SSL to website & bill HOA.

Budget

It was agreed that the board should do a better job of maintaining/posting the budget each year and presenting the budget to the members each year.

Topic for meeting – discussion of what to do with funds in excess of operating expenses. Need to research any limits on how many funds an HOA can have and any requirements around building a reserve with excess funds.

Discussion re: asking Twin Lakes Inn to cater the picnic this year. The cost would be more than previous years (last year, budget was approx. \$250). Add \$300-\$500 to the budget for the 2024 picnic. But the money would be spent in the village.

Vote to allot \$500 for annual picnic budget. 3 board members in favor. Approved.

Budget – current budget is approx. \$500 more than what we've been collecting. Current intent is to spend down the excess funds- should be several years before need to increase dues.

Action Item: Dave – to update 2024 budget with the following - increase food amt for annual meeting, add \$5k reserve line item & SSL expense, pay insurance premium.

Action Item: Lauren - look into balance limits for HOA's – Colorado regulations and/or guidelines.

Action Item: Daniel - HOA-specific legal/tax advice (Lindsay Parlan) – locate a legal resource specializing in HOA law – ask about tax implications of investing & filing of taxes on behalf of the HOA.

Discussion items:

- **Annual member meeting**
 - Agenda
 - Action items prior to the meeting

Action item: Lauren – talk to Andy re: Twin Lakes Inn catering to set budget/menu/timing/pickup

- Roles & responsibilities during the meeting
- Preliminary meeting agenda
 - Introduction – (Jeff) history of the HOA
 - Round-table intros by owners present
 - Determination of a quorum (need 23 lots, including proxies) - Lauren
 - Activity Report - Lauren
 - Financial Report – Dave (include discussion re: what to do with extra \$\$ -legal reserve? Road reserve?)
 - Website updates – Dan/Christi
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Discussion items for annual meeting:

- **Xcel Energy update – Lauren** – dates & what is changing. Latest update from Russell Kerle (Burns & McDonnell, working with Xcel) on the project.
- **Short-Term Rental Committee – Jeff/Christi**
 - Report findings
 - 9 properties w/in boundaries, 8 licensed
 - Appear to be compliant
 - HOA's may ban str's – would require a covenant change
 - Recommendations:
 - ETLOA Board contact STR owners and request they provide current contact information to ETLOA Board for the purpose of communicating violations of ETLOA covenants and Lake County code or neighborhood complaints
 - STR Owners provide all tenants and potential tenants with a one-page list of applicable ETLOA covenants and Lake County code. This list should be clearly published on each STR property website and included in rental contracts.

Action Item: Jeff Ashby – Create One-pager for STR owners to include in listings & include in welcome books

Action Item: Jeff – Draft form letter to send to STR owners

- **HOA Boundaries updates – Dave**
 - Discuss physical boundaries, map, any exceptions

Action Item: Dave – get map of ETLOA physical boundaries to Dan to upload to the ETLOA website

Action Item: Lauren – call county to get specific sale dates on questionable properties

- **HOA Acceptance of online payments – Christi**
 - gage interest of members at annual meeting. Is the effort/cost worth it for the 1x/yr payment for maybe 50 people.
- **Potential mailbox kiosks at the 5 pt corner** - what we know about costs and what control we'd have over the boxes (can the USPS assign anyone a box there? Or can we limit it to ETLOA members? How would we control/enforce that?). Also – packages – put a shed for UPS/Fedex next to mail kiosks?...for discussion.

Action Item: Dave – try to talk to postal service re: mailboxes (again)

Action Item: Lauren – Also try to talk to BV post office

- Mark Weisman – postmaster at BV post office

- Jeanne/Steve Stevens may have been involved in pouring the slab.
- Get information for members on what to do if they need a mailbox
- **Recent non-standard requests and complaints** - tiny houses, hipcamp etc. - and whether we have any action items related to those.
Update from Steve Sage – neighboring lot

Action Item: Dave – check w/county on how our boundaries align with theirs

- **Interlaken fire and fire mitigation - Dave**
 - Chipping program through FOTL, free this year due to a grant – watch for next year's
 - Reminder to perform fire mitigation on properties
 - ETLOA lot – work that's been done
 - Firewood on the lot for anyone who wants it
 - Add some items to website re: tips, resources

Action Item: Dave – work with Dan to identify link to add to ETLOA website to direct owners to appropriate source of fire mitigation information

- **Internal audit – Add Daniel/Jeff**

Action Item: Lauren – ask post office who has authority to access/renew/etc – get this changed if need be.

Action Item: Lauren – call bank & ask about process for adding/changing signers on the account.

- **Roads-**
 - Ross vs. Otelia vs. EE Hill side
 - County adopted Ross for maintenance, not Otelia or others
- **Email addresses** – encourage property owners to send their email address to Christi
- **Director elections**
Add new board member – votes for re-election

The meeting was adjourned at 12:47 am.