

**QCPOA Board Meeting July 2, 2006 2:30 PM** Mike Hefftner's Place

In Attendance: Terry Davis, Lou Enos, Paul Fisher, Lucinda Lull, Ted Hand, Mike Hefftner

Quorum established.

Guest: Nancy Hand, acting secretary for Sue Rogers

The meeting was called to order at 2:30 by Terry Davis. Items of discussion:

1. SB100-Board needs to write governance policies by end of year. What are the policies and procedures for the following:
  - a. Collections of unpaid assessments. At the present time, there is no collection procedure since dues are voluntary. This will be rewritten if mandatory membership passes.
  - b. Board Member Conflicts of Interest
  - c. Conduct of Board Meetings
  - d. Covenant and Rule Enforcement. Suggestion made that board would only act on written complaint identifying the name and address of the violator, the specific violation, date and time and place and the name, address and telephone number of the complainant. The board would also ask the complainant to try and resolve the problem directly with the violator before reporting an infraction to the board.
  - e. Inspection and copying of association records except records that pertain to payment. How much it will cost for copies, where to go to get copies, etc. Minimum fee of \$25.00 was suggested based on the travel expenses to go into Gunnison to the safety deposit box.
  - f. Investment of Reserve Funds
  - g. Adoption of Amendment of Policies, Procedures and Rules.

Terry said he would look into this and work on it then email a copy to the board members.

2. Web site-Need to find out if Ethel will be able to put everything on the Web site if Diane converts the information to a PDF file or if Ethel wants Diane to access the Web site for some of these things. Nancy will send the information needed on the Web site to Diane. Nancy will check to see if she can save a Microsoft Word document as a PDF file, then distill the file and continue to work with Diane.
3. Discussion took place that if mandatory membership is approved a part time bookkeeper should be hired to assist with the bookkeeping because there are now 395 properties that are bound by the covenants. Dr. Terri Wensloff has asked to have Alabama bound by the covenants. The bookkeeper would do the receivables, deposit checks, track payables and run a trial balance once a month. The Treasurer would conduct audits to ensure that all monies are accounted for.

Discussion took place regarding position of Treasurer. Lou volunteered to act as Treasurer and do the budget for QCPOA if someone would assist him with the local and month to month operations such as picking up the mail, logging the checks as they come in, sorting the mail between financial and all other mail and taking checks to the bookkeeper. Lucinda volunteered to be Assistant Treasurer and work with Lou to set up process. It was decided to discontinue having mail forwarded in the winter months. Lucinda and Mike agreed to pick up the mail from the QCPOA Post Office Box.

Lucinda made a motion to keep all officers and board members in the same positions as previously held except that Lou would be Vice President/Treasurer and Lucinda would be Assistant Treasurer. Motion was seconded and passed unanimously.

4. Officers
  - a. Terry Davis, President
  - b. Lou Enos, Vice President/Treasurer. Will do the budget and be signatory on the account.
  - c. Lucinda Lull, Assistant Treasurer. Will handle local and month to month financials.
  - d. Sue Rogers, Secretary
5. Board Members at Large
  - a. Paul Fisher, Fire and Safety

- b. Ted Hand, Roads
  - c. Mike Hefftner, Springs, Special Projects Supervisor
6. Lou made a motion to start looking for a bookkeeper to track receivables and payables for QCPOA. Terry seconded the motion and it was approved unanimously. Lucinda will contact Jo Darcy to get rates and see if she is available. Alternate consideration is Cindy Roedder. Lucinda also agreed to see if QCPOA was required to file Federal and State Tax returns and file as a franchise.
  7. It was agreed that George Packer would need to be kept in the loop until an appropriate financial tracking program was obtained. Terry asked what should be done with the money collected for the address signs from property owners. Lou suggested that Terry log the money taken in and when it was time to order the signs he could contact the board member that was set up to issue checks.
  8. Ted asked if anyone knew who owned the property where the proposed dumpster was to be built. Lucinda felt the dumpsters were on the Maverick claim. Sue has sent letters to owners of Maverick and Nellie Bly, the properties that may be affected and is waiting for replies with signed authorization for right-of-way. Lucinda said that a 60 foot right-of-way is granted for utilities.

Discussion took place about dumpster design. If the dumpster was fully enclosed with a solid roof it could be rented out for snowmobiles in the winter when the dumpsters were removed. Ted said he would need a backhoe to get the area ready for a pad; both Paul and Mike said their backhoes were not available at the present time. Terry felt dumpster enclosure should be pursued based on aesthetics and covenants. Project was tabled until Ted could rework figures because \$3,000.00 was budgeted but the estimate is \$7,000.00.

Lou voiced a concern about the assets that QCPOA will be accumulating, such as the \$3,000.00 budgeted for the dumpster, \$50,000 for pond improvements.

9. Springs. Mike will meet with Bonnie to measure the flow in Armstrong Spring. Paul will take samples to be tested to the Water Bureau west of Gunnison.
10. Pond. Terry staked out pond area for the excavation. Terry has not been able to speak to all the property owners affected by the proposed dirt disposal areas but feels that Mike should still pursue getting bids for the work. Mike will contact Wilcox, Helms, Geideson and Hal Hearn. Lou suggested that we ask for the bids to be returned by the end of July. The board will have a signed contract with the winning bidder. The guidelines for the bids are stated in the paperwork that Mike will present to the contractors, however, the association will be a little flexible on dates because the pond does not have to be completed by 2010 and the contractors may not be able to do it this year.
11. Roads. Updated information on planned work:
  - Red rock is still being spread on the roads up to San Juan Vista.
  - Mike suggested dragging the roads from the bottom every few weeks during the high traffic times to alleviate the potholes and washboarding.
  - Discussion about grading the four-way on Highline to Fossil View and grading a ditch on the uphill side.
  - The board received a request to work on Starpointer and another to do more work on Charlie's Challenge. The saplings need to be graded out of the ditches on Charlie's Challenge.
  - Red rock is needed on Highline from Fossil View to Charlie's Challenge, about 5 truck loads.
  - A load of red rock is needed on the steep part of the road coming up from the pond.
  - Red rock is needed in front of Huttons at the mud hole.
  - ½ truck load of red rock on Bronco View at the rough spot.
  - Red rock is needed part way up from Fossil View on the top where it levels off back down to Highline where Mike's driveway is.
  - Silver Bluff is getting bad, should grade off some of the larger rocks and put red rock down.

Culverts-about 26 galvanized corrugated culverts are needed. \$4,000.00 is allocated for culverts. Ted and Paul will work this out.

Signs-new signs are needed at Pitkin View Loading Station and Western Star Loading Station. Also, the tree with the road sign is falling down at the four-way. Mike will look into making the signs.

12. Mandatory membership consent forms. 26 have been returned. Remaining forms will be filled in with the legal description of the property and the board will try to talk to owners one-on-one about turning in their forms. There is no deadline to return forms; owners have been asked to return the forms by the end of October.

Lou moved to adjourn. Terry seconded it. Motion passed unanimously. Meeting adjourned at 4:45 pm.

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Director

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Date

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Director

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Date