

**IRONBRIDGE PROPERTY OWNERS ASSOCIATION**  
**c/o Key Stone Management**  
**BOD MEETING MINUTES**  
**August 21, 2023**

**1. Call to Order / Verification of Quorum:**

The meeting was called to order at 6:01pm. Directors present: Alice Angier, Bart Turner, Brian Avery, Connie Meine, Rick Moore and Mike Fergusson. Not present: Dirk Gosda. With quorum present, the meeting commenced.

**2. Changes / Additions to the Agenda:**

None.

**3. Approval of Previous Minutes:**

The meeting minutes for 07/10/23 were motioned as approved by Rick Moore and seconded by Bart Turner, all in attendance agreed.

**4. Email Approvals:**

- 07/17 – Proceed with Altitude Law to draft restated Declarations, Bylaws and Articles of Incorporation.
- 08/03 – Approval of KSM bid to paint speed bumps.
- 08/11 – Connie Meine voted onto board by unanimous vote.

**5. Member Open Forum: (3 minutes per member)**

- John Loomis asked when the South entrance asphaltting will be redone. The board informed him that bids were being sourced for this area as well as the area in Riverbend Way.

**6. Committee Reports:**

The board would like all committees to give updates or send updates via email to the board ahead of BOD meetings, of any actions or pending actions taken by the committees. The board would like the DRB to submit a monthly report summary of any activities in the neighborhood. This list will be included in the monthly minutes to ensure all owners are kept abreast of any DRB activity in the community.

The board suggested that all committees be 'refreshed' – decide on which committees need to remain and which committees are no longer necessary. Any owner wanting to join a committee, will need to be vetted and voted in by the Board. Owners are reminded and encouraged to let KSM know if they wish to serve on one of the committees.

**7. Financials:**

**a) Financial report at 07/31/23:**

- The financials are in current good standing. KSM will work with the treasurer and Gopher landscaping to approve the recent bills received. The invoices range from April to July and were only received in August.
- KSM will meet with the FC to make and conclude the final adjustments for the take on balances.
- KSM reported only 2 major delinquent accounts that have been handed over to legal. KSM and the board thank all owners for their diligence in paying their dues in a timeous fashion.
- The treasurer reported that the investment monies were doing good, receiving between 4% and 5.35% interest.

**8. Items for Discussion:**

**a) Board vacancy filled – Vote on board positions:**

With the recent notice of vacancy sent to all owners, 2 offers were received. The board met with interviewed both candidates. The board voted Connie Meine to the board and welcomed her. After a short discussion, it was decided that Bryan Avery would move to the Vice President position in place of Beth Lippitt and all other positions would remain the same. This was a unanimous agreement. The board once again thanked Beth for all her hard work and dedication to the community and wishes her well.

**b) Storm sewer and road inspections / resurfacing:**

The board asked KSM to get updated and new bids for the asphaltting of the South entrance and Riverbend Way patches. The bids need to include terms and conditions, scope of works and time factors. KSM will forward to the board once received.

Some board members met with a grouting specialist to discuss the options of grouting under areas of the roads that are failing. The board is waiting for the final bids and pricing. Should this be a viable solution, the board will look at getting this done Spring '24.

Mike Ferguson inquired again about the road resurfacing. The board indicated that they are still in agreement to wait to have the grouting done first before having the roads resurfaced.

**c) Landscape bids – native grass / roads / pathways:**

KSM is struggling to find contractors that have time to do the necessary mowing, trimming and clearing. The board asked them to continue to pursue this as they felt it would be necessary for the snow accumulation season.

**d) Lot 260 – retaining wall proposal:**

The engineer appointed by the association to visit and review the issue of the temporary wall has completed his site visit. As soon as KSM receives the report, they will forward to the board and the owners will be notified of the final outcome.

**e) Snowplow & Landscape scope of works:**

KSM has been working on the scope of works for snow removal as well as landscaping. The board was asked to review the recent documentation sent to them and to send in any suggestions. Once final, KSM will put this out to bid.

**f) Covenant enforcement – Fining policy:**

The board agreed to let KSM update the associations rules & regulations and fining policy. KSM will share this with the board for comment ahead of the next board meeting where it can be voted on. The new R&R's and fining policy will then be updated to the webpage and sent to all owners.

**9. Status Updates:**

**a) Governing document revision updates:**

All documentation has been sent to the attorneys. Once ready, the attorneys will conduct a meeting with the board to explain and review the updated documents. Once complete, the attorney, KSM and the Board will assist with owner education of these updated documents before it goes out for community vote.

**10. Next Meeting Date:**

The next Board meeting will be September 18, 2023 at 6pm at the Ironbridge Club House.

**11. Executive Session:**

The board went into executive session at 8:02pm to discuss the aging report. The board emerged from executive session at 8:14pm.

**12. Adjournment:**

The meeting adjourned at 8:14pm.