

IRONBRIDGE PROPERTY OWNERS ASSOCIATION
c/o Key Stone Management
BOD MEETING MINUTES
December 11, 2023 at 5pm via Zoom

1. Call to Order / Verification of Quorum:

The meeting was called to order at 5:02pm. Directors present: Alice Angier, Connie Meine, Mike Fergusson and Dirk Gosda. With quorum present, the meeting commenced. Also present was Courtney and Nadia Nel from Key Stone Management (KSM). There were 10 owners on the call.

2. Changes / Additions to the Agenda:

Additions:

Point 7. f) Plowing of pathways

3. Approval of Previous Minutes:

The meeting minutes for 11/20/23 were motioned as approved by Alice Angier and seconded by Mike Ferguson, all in attendance agreed with exception to Dirk Gosda who abstained.

4. Email Approvals:

None

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

None

6. Committee Reports:

a) DRB Activity Report:

A short update was given to the board. Dirk Gosda mentioned that considering most of the builds have been completed, the DRB Charter may not be necessary to complete anymore.

7. Items for Discussion:

a) Reducing board from 7 to 5 members:

Alice Angier motioned to reduce the board from 7 members to 5. This was seconded by Connie Meine and all present agreed. The tenures will be decided at the next board meeting after the new Bylaws have been reviewed.

b) Transfer Fee:

KSM reported that the attorneys have reviewed and approved the board edited document. The board noted that the input and informal vote at the annual meeting showed good support in favor of the proposed transfer fee. Connie mentioned that she was gathering information from neighboring golf courses to do a comparative analysis of dues and fees. The transfer fee committee will start working on a survey to be sent to the ownership as well as scheduling the next Town Hall for January '24.

c) Holiday Lights:

KSM worked with the Club to get the entrance lights switched on. The Club has indicated that they would look at redoing the lights for Christmas 2025 season at their expense. KSM will work to get the South entrance lights working. If an electrician is needed, the board asked KSM to get the electricians documented.

d) Covenant Enforcement:

KSM will continue to do a weekly inspections and notifications to owners. The night enforcement issue will be discussed and decided on after the updated rules and regulations document has been completed.

e) Owner landscape comments:

Based on the majority owner input at the recent annual meeting, wanting the paths and roadways trimmed more regularly, the board agreed to look at the scope of works and landscaping schedule at the next meeting. The board will also look at the dead Aspen trees and a tree replacement project as well as entrance beautification. An idea would be to create a committee to head this up. A suggestion was made that perhaps the current River Conservation Committee would be interested in taking this project on. It was noted that any owners performing any physical duties on the association grounds need to sign a liability waiver.

f) Plowing of pathways

The Club had agreed to plow the pathways in lieu of the association plowing and shoveling the mailbox and gym area. This did not happen with the recent snowfall. KSM has followed up with the Club. The Club will now be shoveling and plowing the gym and mailbox area and has submitted a bid of \$600 per push to plow the pathways. KSM was asked to get a bid from the current association snow vendor as well.

8. Status Updates:

a) Bylaw revision update:

KSM had forwarded the draft Bylaws received from the attorneys to the board. The board was asked to review the document and send comments / edits to KSM to compile by 01/08/24.

9. Action Items:

1. Connie – talk to Bart regarding proposed schedule for Transfer Fee “next steps”, assume to schedule next townhall after 1/15/24; Email back to other board members as to proposed plan
2. Mike – consider taking role of Board Liaison to DRB (not as functioning member, just liaison). By 1/15 board meeting
3. All – Review bylaws revisions (just returned from Attorney) and provide comments back to KSM – By 1/8/24
4. Bart, Mike, Alice, Connie – jot down potential questions for the Transfer Fee Survey. Prepare to share with others, working to finalize and schedule survey.
5. Are we in agreement to submit the DRAFT of the Transfer Fee Amendment document to the IPOA website, and provide notice in the newsletter?
6. Connie – Complete the comparative analysis on HOA fees/dues/memberships for Aspen Glen and RVR - By 1/15/24

10. Next Meeting Date:

The next board meeting was scheduled for January 15th, 2024 at 5pm at the Club house.

11. Executive Session:

None.

12. Adjournment:

The meeting adjourned at 6:38pm.