

IRONBRIDGE PROPERTY OWNERS ASSOCIATION
c/o Key Stone Management
BOD MEETING MINUTES
November 20, 2023

1. Call to Order / Verification of Quorum:

The meeting was called to order at 5:08pm. Directors present: Alice Angier, Connie Meine, Bart Turner, Brian Avery, Rick Moore, Mike Fergusson and Dirk Gosda. With quorum present, the meeting commenced. Also present was Courtney and Nadia Nel from Key Stone Management (KSM).

2. Changes / Additions to the Agenda:

Additions:

- 9. f) Trash contract
- 9. g) Communication Committee: New member
- 9. h) Holiday Lighting
- 9. i) Additions to annual meeting agenda
- 9. j) DRB member vacancy
- 9. k) Possible DRB issue Lot 279

3. Approval of Previous Minutes:

The meeting minutes for 10/16//23 were motioned as approved by Bryan Avery and seconded by Rick Moore, all in attendance agreed.

4. Email Approvals:

None

5. Actions made outside of meeting:

a) Action to amend 2024 budget assessment dues:

10/31/23 – Mike Ferguson motioned to: "I move to adopt a procedure of budget assessment calculation using the formula below and change the 2024 assessment values to \$188 for FM and \$141 for DR to strictly align assessments to County guidelines and be consistent with how the DR assessment amount was derived for 2023 by the Board during the January 2023 meeting."

Motion passed 7-0

b) Action to amend fund transfer to investment accounts:

10/26/23 – Bart Turner motioned to: "Transfer all existing reserve money as collected from January through to October 2023 (less funds paid to Roaring Fork Water District) from Alpine operating money market account (aka Alpine reserve account) to Edward Jones Reserve account 0013. Transfer \$200,000 from Alpine operating account (7531) to newly established Edward Jones Operating account (5435). Moving forward, if and when the Alpine operating account is over the \$200,000 target, after the reserve allocation is deposited into Edward Jones Reserve account 0013, any "overage" will be transferred to the Edward Jones Operating account 5435. On or before the 20th of each month, the reserve portion of dues will be transferred to the Edward Jones Reserve account 0013. Close the current Alpine Reserve money market bank account (aka reserve account)."

Motion passed 7-0

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

None

7. Committee Reports:

a) DRB Activity Report:

The board reviewed the current activity report. Some concerns were raised about Lot 279 and Lot 280 landscape approvals with regard to drainage lines installed during the build phase. The DRB were asked to relook at the application and work done. The Board was also informed that there were 4 builds underway that had not received DRB approval. After some discussion, the DRB agreed to schedule a meeting with the owners and resolve all outstanding issues. Rick mentioned that many homes around the association need to be painted. He asked if the board would be interested in heading this or perhaps a committee could be formed. No decisions were made.

8. Financials:

a) Financial report at 10/31/23:

- KSM reported that the financials were in current good standing.

9. Items for Discussion:

a) Transfer Fee amendment:

The amendment was reviewed and edits made and agreed to by all. Alice will collate all edits and send to the board once completed. The draft will then go back to the attorneys for a final review.

b) Transfer Fee owner education:

Connie Meine suggested that the board form a task force to head this up. It was agreed that Connie, Bart, Alice and Mike would take the lead on this. A Town Hall / Zoom meeting was scheduled for 11/29/23 and Bart would do a presentation at the annual meeting.

c) DRB Charter proposal:

Dirk Gosda will send an updated charter to KSM to review against the governing documents. Once completed, the revised charter will be sent to all board members.

d) Covenant enforcement – Rules & Regulations:

As the night enforcer had resigned due to retirement, the following suggestions were discussed as a replacement. Replace the night enforcer, form a committee or have KSM do a weekly nighttime inspection. The issue comes in that due to the light / bulb and maximum vehicle rules, the inspection needs to be done during 2 – 5am. No decisions were made and the board was asked to send suggestions via email.

e) Annual meeting prep:

Alice will email everyone with assigned tasks for the annual meeting.

f) Trash contract:

Bart Turner informed the board that he would see if a better contract could be renegotiated. The board discussed the advantages and disadvantages of having the entire community on one contract. No agreement was reached.

g) Communication Committee: New member:

Alice Angier asked the board to approve Ellen Kaplan as a new committee member. All present agreed.

h) Holiday Lighting:

The board asked KSM to find out if the Club was going to have the Christmas lights switched on at the main entrance this year.

i) Additions to annual meeting agenda:

With 2 additions to the agenda, KSM was asked to resend the agenda out and a reminder of the upcoming meeting.

j) DRB member vacancy:

Rick Moore reported that Jim Romeo had sold his Lot and has resigned from the DRB. The DRB is looking for a replacement. Alice suggested adding this vacancy to the next newsletter. She would ask John Chapman to write a posting for the newsletter.

k) Possible DRB issue Lot 279

KSM notified the board that the Lot owners were looking to install a deck on their property but the deck would encroach on the associations property, which would mean an easement or variance would need to be granted. The DRB were not in favor of this encroachment. After some discussion, the board agreed with the DRB's decision.

l) 2024 board meetings:

The 2024 meetings would remain on the 3rd Monday of each month.

10. Status Updates:

a) Bylaw revision update:

KSM is still waiting for the revision from the attorneys.

11. Action Items:

Connie Meine asked for this item to be included on the agenda on an ongoing basis as an aid to help board members remember action items needed to be completed before the next meeting. Connie will compile the list and send it to all within 72 hours after each meeting.

- All to ponder nighttime enforcement options and forward ideas or preferences to KSM by 11/28/23
- Bart to ask Waste Management for better pricing on proposed exclusive IPOA service contract
- Alice to make final revisions to Transfer Fee amendment, then send to Board
- All to respond to Alice with acceptance or other revisions to Transfer Fee Amendment by 11/28/23
- Bart, Alice, Mike & Connie to finalize PowerPoint presentation and other educational materials (one page summary sheet) for transfer fee discussion
- Alice to disseminate annual meeting format with all regarding presentations

12. Next Meeting Date:

A tentative date for the next board meeting was set for December 11th, 2023. Should there not be anything of major concern that needs to be discussed, the board would have their next meeting on Monday, January 15th, 2024 at the Ironbridge Club House.

13. Executive Session:

None.

14. Adjournment:

The meeting adjourned at 8:36pm.