

# Jette Meadows Landowners Association

## Board Meeting, September 22, 2023

### Minutes

**Meeting called to Order at 12:10 pm:** Tracy Nebeker

**Type of Meeting:** Informal

**Attendees:** President Tracy Nebeker, Vice President Sean Reffner, Secretary Pauline Baran

**1. Confirmation of Previous Actions Taken by the Board** Due to Sean Reffner being unavailable to meet in person as he was called out to fight local wildland fires, a number of actions were taken by the Board after discussing them either in person, on the phone, by email, or text, and all Board members agreeing, the Board confirmed the following previous actions:

**a. Board Positions:** Tracy Nebeker agreed to act as President, Sean Reffner agreed to act as Vice President, and Pauline Baran agreed to continue her role as Secretary.

**b. Gravel Road Maintenance:** After driving and assessing the condition of the gravel roads, taking into consideration the funds available, and obtaining estimates for the required equipment and materials, the Board agreed to rent a road grader from Western States Equipment, and purchase gravel from Treasure State Concrete. Clint Nebeker, an experienced operator, graciously volunteered approximately 24 hours of his time to repair the roads.

**c.** Tracy Nebeker's request for reimbursement for \$476.74 she advanced to John's Fuel Farm during the road grading project was approved.

**2. Board Policies** After reviewing and discussing the board policies that were put in place in 2016 and posted to the JMLA website, it was moved and seconded to rescind all such policies, as the majority of them are unnecessary as they are already covered by our Covenants and/or Bylaws. The Board may make new policies as they deem necessary as issues arise that are not already covered by our governing documents.

### **3. Gravel Roads**

**a.** The road work previously approved by the Board was completed over several days. Clint Nebeker volunteered his time to operate the rented machinery to pull the ditches, re-crown the roads, re-grade existing gravel, and spread and compact new gravel where needed on So. Rim Road, Sunrise Circle, Great Pine Hill, Canyon View Drive, and Canyon View Place. The total costs for equipment rental, gravel and fuel was \$9,326.98. These expenses will be shared 50/50 between the Association and the gravel road lot owners, with the exception of the expenses associated with Great Pine Hill which will be shared 70/30 due to the amount of community land abutting Great Pine Hill. Lot owners will be given 90 days from the date of invoicing to pay their share of these costs.

**It should be noted that there was substantial work done to Canyon View Road prior to the beginning of this project. All equipment, time and material costs were donated by Clint Nebeker. An additional 15 hours of equipment work and two truck loads of material were placed on Canyon View Road which enabled more time and materials to be allocated to other road sections during this project.**

b. There was discussion of upcoming snow plowing needs for 2023-2024 season. Tracy Nebeker prepared Request for Bid forms setting out all of the Association's requirements and requesting responses by the end of the month. The winning bidder will be required to invoice the Association monthly. Lot owners will be invoiced for their share of snow plowing costs monthly in an effort to lessen the financial burden of having to pay a single invoice at the end of the season.

c. There was discussion of the portion of Meadow Road that is not maintained by the County and is in need of repair. It was suggested that the Association purchase two loads of gravel in the Spring and ask volunteers to work on filling the potholes, etc.

4. **Financial** Checking Balance \$4,395.77; Savings Balance \$10,327.94

5. **Committee Assignments** There was discussion and agreement regarding disallowing any Member who is in more than 90 days in arrears on their annual assessment, or is in violation of our Covenants and/or Bylaws, from actively serving on any committee.

Design & Review - Chairperson, Ron Baran, Diane Farquahar, Sean Reffner has volunteered to serve on the committee until a replacement can be appointed.

Road Maintenance - The association is actively recruiting volunteers for the Road Maintenance committee. Please contact the Board if you are interested.

Community Volunteer Days - Lynette Gruenfeld

6. **Annual Assessments** The annual assessment for 2024 will be \$150, as approved by the Members at the July 12, 2023 Annual Meeting. The Board agreed to attach liens to property of owners more than 90 days in arrears.

7. **Google Sites** The Board has been testing a 90 subscription to Google Sites, which has allowed Board members to create and share forms and documents in a single space, as well as create email addresses for board members and our bookkeeper specific to JMLA, obviating the need to use personal email addresses for JMLA board purposes. The email addresses are tied to the board position, not the individual, thereby allowing a smooth transition when new board members are appointed or elected. New board members will have access to prior forms, documents, and email communications without having to "recreate the wheel". Currently there are five users authorized to utilize this site at a cost of approximately \$33 per month. The Board agreed to continue utilizing this site and authorized payment of a one year subscription.

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#### 8. **New Business**

a. There was discussion of whether to continue the weed abatement reimbursement program previously instituted to assist Members with the cost of spraying for noxious weeds. Considering the cost involved and the funds currently available, it was moved and seconded to suspend this program. The Board can revisit this issue at a later date if need be.

b. Pauline Baran's request for reimbursement in the amount of \$315.55 for costs advanced in connection with the mass mailing of Minutes of the July 12, 2023 Annual Meeting and accompanying Newsletter, and the annual yard sale was approved.

c. **Adjournment** The meeting was adjourned at 3:15 pm.