



## BOARD OF DIRECTORS WORKING SESSION

Tuesday, November 12, 2024

10:00 AM – Dakota Room

### MEETING MINUTES

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Attendance: Sherri Stewart, Carl Thoutt, Ron Sparks, Cindy Weingart, Claudia Mescher, Jayne Tiffany, Dan Borders

Management: Steve Byfield, Trish Hoagland, Sarah Lindsay

Guests: 8

Zoom: 6

**Purpose:** Board Working Sessions are to review and determine the Agenda and Topics for the next scheduled Open Board Meeting Open Board Meeting: November 19,2024, 10:00AM in the Rec Hall.

#### Call to Order

Sherri Stewart, President

#### Introduction

Sherri Stewart

- Welcome home message
  - Claudia and Sherri are going to work together on creating the welcome message for the opening of the meeting.

#### Financial Report

Ron Sparks

- Accounting/ CFO
  - Ron is planning to meet with Roger Sanchez and go over the full details of the financials to determine what financials Ron will present and what financials Roger will be presenting. This will be determined this week and prepared for the meeting on Tuesday.

Roger Sanchez

#### Roadhaven Manager's Report

- Manager
  - Summer Projects
    - Trish will be presenting the full list of summer projects and be able to talk to each of them along with pictures so residents will understand the work.
  - Staffing Updates
    - IT services replaced a full-time IT director
    - Maintenance- Two employees have left and two new have been hired
    - Office- Heather is new in the office and Susie will transition to be a workamper at the end of this season
    - Security- Jamie Ray has left as compliance officer, Dick is new security chief and is responsible to take on compliance as a job responsibility. Also added one additional staff member
    - Activities- Edi who has been seasonal in the office has moved over to activities as the prior assistant is not returning
  - Golf
    - 201 annual memberships as of today and 10 punch cards sold. 4 pine trees lost due to weather and excessive heat this summer which is state wide issue. New trees are being looked at for replacement. 4 golf course volunteers to help cut grass.
  - Admin Updates

Steve Byfield / Trish Hoagland

- Architectural Director
  - Not present at meeting to report
- Activities Director
  - Not present at meeting to report

James Hoagland

Tracey Jennings

#### Unfinished Business

- None



## New Business

- Board Announcements Sherri Stewart
  - Board open office hours
    - Sherri will present at open board meeting; 8-10AM on Wednesdays in the boardroom. First open office had no attendees.
  - Board and Committee Meeting Schedules
    - Sherri will present at open board meeting; expressed that we had committee chair orientation and board orientation along with department and manager shadowing.
      - Restaurant Ad hoc committee invite
      - Communications committee invite
  - Zoom participants 100 limit
    - Cindy will present at open board meeting and reason to keep at 100 rather than pay for upgrade
  - Draft Budget at Town Hall January or February
    - Ron will present at open board meeting; depending on finance committee and drafted budget with feedback and membership input.
  - Reviewing Financial Policies to read at Dec OBM
    - Ron will present at open board meeting; reviewing reflecting updated accounting procedures
  - HOA 101
    - Claudia will present at open board meeting and will determine topic to share, this may be ongoing through season.
- Unanimous Consents Sherri Stewart
  - Carl will present at open board meeting: He will read full descriptions on the unanimous consent forms and why and how these are completed over the summer months
  - Board Member Appointing
  - Phase I Pool pump room
  - Rec Hall AC Replacement
  - IT services
- Town Hall and Prior Open Board meeting Open forum Questions Sherri Stewart
  - Sherri will present at open board meeting; including office hours questions that come through.
  - Dan asked about the smell in the dog parks. Steve said that it is real grass in the small dog park and the smell is under control. The large dog park is being cleaned every other day and dog owners have been asked to spray down after use as well. Beth Shell is new dog club president and is assisting in reminding dog owners.
  - Trish added that the water stations are owned by Roadhaven, and the testing was completed. It is hard water, and the bacteria testing will take 48 hours. It is recommended to check individual water heaters upon return and possible flush. Testing on water machines came back normal levels. The money that gets collected from these machines are added back into operation account. Steve said it can be monitored this season and ask members at town halls, or through surveys if these should be kept or not.

## Homeowner Open Forum (Three-minute limit per homeowner)

Bob Bartholomew

Bob was not present at this meeting; he will be moderator at the open board meeting for the open forum.

- 1014- Sherry Bruce- Clarification question that the water in the machines are filtered or RO? Trish said it is filtered by water company. Not RO.
- 2275- Val Sheehy- Is it possible to change water companies or go to a stand-alone service? Two or more board members is a quorum therefore it is a meeting. It is a concern for these meetings to be taking place without knowledge of residents. Is this a way of having control of information and not sharing with others? Steve responded that this is how society thinks these days. Val proceeded that Roadie is in favor of the board and management. She questioned and then went onto the office for answers and did not get them. Steve said that we all are following all laws and adhere to all HOA rules. Dan stated that as a new board member and understanding all that takes place, changes are happening, trainings are conducted, so please give the board the opportunity to show the transparency.



- 1644 Barry Baumgardner- Water testing, thought it was great that the issue was brought up and immediate action was taking place, Also appreciated that the company names were given out so residents can call the companies directly to ask questions. Steve added that water filters are changed twice a month, and this will be changed to weekly. It was in the newsletter to put residents mind at ease knowing it was a long weekend with a holiday, and this was to communicate the efforts being made.
- Ron- New board member expressed his gratitude to learning what takes place as a new board member, how everything is documented and tracked, how much goes on and the variety of output the board and management provide to find ways to communicate with residents.
- 1279- Maria Orban- Thank you for listening and working for us. Through the petition, the financials, it is nice to have resources on the HOA portal, the bulletin boards, building from the mistrust in the past. The board will need to monitor the heavy spending, full time vs seasonal costs, it all will need to be maintained.
- 2050-Maryelise Citton- voiced her concerns of mistrust and Roadie being biased. She informed that she was kicked off the page for not agreeing. She loves being at Roadhaven and using Friends and family Facebook page. A concern is that as more full-time residents are in Roadhaven the summer costs will continue to increase. Is there a way to charge the full-time residents? Steve said that it is in the CC&Rs for summer hours and usage, it is illegal to post a surcharge for summer residents. In the last number of years, the number of full-time residents moving in has decreased. Over the years it has been talked about and revisited to have individual water meters but that is costly to establish. Maryelise asked about the verbiage on the last election for nominations and how the board has the deciding factor. Steve said this is so that a background check can be performed. The committee is not able to process that sensitive data. She then asked about the legality of conduct for the election that was addressed at the town hall. Steve said that state statutes and CC&Rs are in place along with the lawyers input to ensure legal compliance.
- 1014-Sherry Bruce- as a full-time resident she has read every governing document and CC&R. it is up to each individual to know the rules. Proposed to save on water cost to monitor water as they did in the 70's. conserve and know when to flush.

**Next Scheduled Working Session:** December 10,2024; 10:00AM in Dakota

**Adjourn** [Claudia motion to adjourn at 11:37AM]