

**Elk Falls Property Owners Association**  
**Board of Directors Meeting Minutes**  
**August 29th, 2022 7:00pm**

**Board Members Present**

Dan Mueller  
Marta Nelson  
Renaë Braun  
Wayne Gneiser

Guest: Cyndie Van Buskirk

**Call to Order**

The meeting was called to order at 7:13 pm by Dan Mueller.

**Approve meeting minutes**

The approval of minutes for July 12<sup>th</sup> 2022 with two minor revisions, motion to approve by Renaë, 2<sup>nd</sup> by Marta, motion approved.

Annual meeting minutes work in progress.

**Roads Report: Dave Shaffer is absent**

Deferred the roads report.

**Firewise: Dan Mueller**

July 24<sup>th</sup> was the firewise meeting. A volunteer from the committee is researching contractors for chipping and removal for Elk Falls. He contacted 11 companies with 3 responses. Splintered Forest gave us a bid, Davie Tree Service, and McGarva who are booked up this season.

Dan suggested as discussed at the Firewise meeting to A: see within the neighborhood if there are volunteers who are willing to mitigate and B: if there are members who need mitigation but are not physically capable of doing the work and to get these two groups together. Dan will prepare a letter for the Elk Falls newsletter with suggestions on hiring the companies and the neighborhood volunteers etc.

**Architecture: Marta Nelson**

Pertaining to Abby Smith's property, they still don't have a permit and they are going to do a well cap and they are offering free firewood from their tree removal. It was suggested they put a notice by the mailboxes.

No new approval requests.

Discussion on easements. Dan contacted Scott the EFPOA attorney for his legal opinion on fence lines, etc. The board agrees and recommends to all homeowners of EFPOA to be aware of their particular easements and the ramifications if they so choose to build on the easement. Marta will write up a draft regarding easements and the board's recommendations.

The board received an email from Kyle Lanckriet in reference to easements around his property. Dan will respond to Kyle's email with the board's recommendations.

### **Architectural Policy and Procedures publication**

Marta has a rough draft of the Policy and Procedures but they are changing. They are still a work in progress.

### **Treasurer Report: Renae Braun**

A couple residents owe more than 2022 dues. Renae has reached out to these homeowners with no response. Board should consider asking the EFPOA attorney for advice on next steps. Approximately 10 dues outstanding for 2022.

Motion by Dan to approve \$800 for legal fees for guidance on collection for dues and for easements. Seconded by Renae, all in favor, motion approved.

Renae reported that there was not much activity on the bank account.

Renae recommends doing the 30-day free trial for PAYHOA and Renae, Dan and Marta will be signed up for the free trial.

Renae announced she will not be running for reelection for the EFPOA board of directors. She supplied a list of tasks she has done in the past, made suggestions on who should take over these tasks. She has offered to mentor the new treasurer.

Renae recommends getting a crime insurance policy and a work comp policy. The EFPOA can apply for the crime policy when segregation of duties is in place. The application asks whether the bank account is reconciled by someone other than an authorized signer.

### **Other Business:**

Decisions made outside the board meeting:  
Approval of the Lanckriet fence project via email.

### **Short Term Rentals Amendment:**

The ballots so far for the short-term rental amendment count as of August 29<sup>th</sup>, 2022 was reported. Approximately one month left for ballots to come in.

All ballots have not been received. Renae is contacting residents requesting they turn in their ballots.

Annual meeting: Tentative date for annual meeting is October 22<sup>nd</sup> or 23<sup>rd</sup>. TBD.

Newsletter: Information about the STRs.

Website updates: Bev would like suggestions for website updates.

### **New Business**

Dave with the Davis ranch gave the 10<sup>th</sup> or the 24<sup>th</sup> of September as tentative dates for the annual POA picnic. Renae will contact Ted to see if those dates will work for him. Mike Long will be doing the firewise presentation at the picnic.

Tentative date for the EFPOA annual meeting is set for October 22<sup>nd</sup> or 23<sup>rd</sup>. Dan will contact the fire department to ask to use their facilities.

Motion to remove SSP trash quote from the agenda by Wayne, seconded by Dan and approved.

Dan is going to give Bev a letter about the firewise committee to put in the newsletter.

Website updates deferred.

2022 HOA legislative updates deferred.

Next board meeting date: Tuesday, September 27<sup>th</sup>, 2022 7:00pm at Dan Mueller's house and on Webex

Dan made a motion to adjourn, Marta 2<sup>nd</sup> at 8:53pm.

**Respectfully submitted by Wayne Gneiser, Secretary**