Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

January 11, 2016

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Pledge of Allegiance and one minute of silence**
   The meeting was called to order by Charlotte Mizzi at 7:08 p.m.

   PRESENT: Charlotte Mizzi (President), Dennis Riley (Vice President), Charlene Murphy (Secretary), Rudy Parker (Treasurer), Newman Brozovsky (until 9:15), Ross Brunson, Ed Dobrowski, Gerald Dubiel, Dan Kehoe, Kevin Newby, Paul Ranttalo (via phone), Mark Seaver (via phone).
   Also attending: Karleen McSherry (Administrative Assistant).
   Landowners: Aija-Mara Accetino, Miriam Barker, Debbie Blais, Tim Brockett, Robert Buchanan, Debbie DeGraaf, Claudette & Michah Dirkers, Christopher & Catherine Fitzgerald, Leo & Dorothy Keeler, Pat Knock, Michael & Sheila Laverty, George Makris, Marius Michael-George, Tim Murphy, Chuck & Sally Muto, Clare Parker, Francis Regan, David Tonkin, Elena Torphy, Linda Ulrich, Chris & Ia Williams, Regina Wunsch.
   GUEST: Alvera Kubal

2. **Set Agenda**

3. **Comment Period for Visiting Landowners**
   Regina Wunsch asked that the financial data from October through December 2015 be verified to assure all errors had been fixed. A number of landowners volunteered to do the administrative assistant's job or parts of it. Claudette Dirkers stated that she did not receive notification of the board meeting and the agenda.

4. **Approve Meeting Minutes – December 7, 2015**
   Dan asked that end of 5.1.2 be amended to include that he turned over the chair of the meeting to Charlotte. **Motion:** Kevin motioned and Ross seconded to approve the December 7, 2015 meeting minutes as amended. **Motion carried unanimously.**

5. **Officer and Committee Reports**
   5.1 President's Report – CM
   5.1.1 Reminder regarding landowner comment periods
   Charlotte read the "Meeting Decorum" notice that all landowners received upon coming into the meeting that stated there would be two landowner comment periods, one at the beginning and the other at the end of the meeting, during which landowner comments would be received by the board. Only board members would be acknowledged to speak during the body of the meeting. During the Project Review portion of the meeting, if the Board needs additional information, the Board may ask the project review applicant, his representative and/or immediate neighbors to speak.

   5.1.2 Establish Sergeant-at-Arms
   Tim Brockett volunteered to be the Sergeant-at-Arms for this meeting. The role will rotate every meeting so one person doesn't have to commit to being at all board meetings.

   5.1.3 Process for conveying 2016 goals
   Charlotte asked committee chairs to hold meetings to establish their goals for the year. They will report on those goals during the next board meeting.

5.1.4 Meeting with attorney update: dwelling unit assessments/Pedro's garage; Covenants 12.01 usage of word "Association;" board's use of e-mails; Parkland questions, etc.

Dan sent to the board three or four questions that he then sent to the attorney. The legal committee will then meet with Alanah to discuss the issues. Kevin asked to meet with Dan one-on-one to clarify the questions.

5.2 Secretary's Report – CRM

5.2.1 January newsletter; suggestions to make newsletter official communication

Charlene reported that a mailing consisting of a newsletter and a Project Review proposed fee change letter was planned to go out to landowners January 22. Both pieces would include official information and be sent to that e-mail list thus simplifying the e-mail/postal mail logistics. Kevin asked that the new list of Project Review application instructions also be included in the mailing. Charlene reiterated Charlotte's request that those instructions be brought before the entire committee, then brought to the board for a vote before going out to landowners.

5.3 Treasurer's Reports – RP

5.3.1 Budget Variance, Check & Deposit – October 2015

Rudy reported that errors in previous reports had been corrected and approved by the accountant. **Motion:** Rudy motioned and Ed seconded to accept the October and November 2015 combined balance sheet. **Motion carried.** (10 in favor, 1 abstention – Kevin; Paul no longer on the call).

5.3.2 Budget Variance, Check & Deposit – November 2015

See above.

5.3.3 Year-End Report

Rudy reported that the association finished the year in a positive position with $146,000 cash on hand, having collected $11,000 more in parcel assessments and having spent less than budgeted. **Motion:** Rudy motioned and Ed seconded to accept the Treasurer's reports. **Motion carried.** (9 in favor, 2 abstentions – Kevin and Dennis; Paul absent).

5.3.4 2015 Delinquent Accounts Report

Rudy presented the board with a list of delinquent accounts. Approximately $21,000 of 2015 assessments were not collected and he proposed having a volunteer call these recent past due accounts. Discussion included the suggestion that a different person call each quarter; and that the accountant fix past interest calculated incorrectly and then recalculate it later in the year if the members vote for the governing docs change regarding the interest rate.

Action Item: ***Rudy – bring the folder of recently delinquent accounts to the Finance Committee meeting and ask for volunteers to call them.***

5.3.5 2016 Proposed Final Budget

The proposed draft budget adopted at the November 9th board meeting will be used along with year end numbers at the next Finance Committee meeting to create the final budget.

5.3.6 Update on accountant and report on January mailing

Rudy reported that the contract was signed in December engaging Julie Indreland as the accountant and she has been doing all data entry, payroll, report preparation, and invoicing. He has been working with Julie and Micah on a day-to-day basis since then. Regina Wunsch helped Julie set up invoice generation. The 2016 assessment invoices were in the mail including an additional $3,700 in dwelling assessments.

5.3.7 Set schedule of January Finance Committee meeting

The next meting of the Finance Committee was set for Wednesday January 20th at 6:30 p.m. in the kitchen of Liberty Hall.

5.4 Finance Committee Report – RP

5.4.1 Debbie Blais request re: number of assessed buildings

Rudy reported that 396 parcels and 289 dwellings, including 16 new dwellings, were billed for 2016.

Action Item: ***Kevin & Gerald – drive through NG or use the MT Cadastral to find houses we're not yet assessing.***

5.5 Project Review Committee Report – GD / KN

5.5.1 SG 41-A Buchanan Shop project review

Gerald reported that Buchanan's flags had blown off the corners and that his previous boundary stakes, which were incorrectly placed, were unable to be moved because the ground was frozen. However, Mr. Buchanan promised to move the markers once the ground thawed. Kevin reiterated his belief that because this is a residential community, Robert needed to build his house first before the shop. Discussion included the idea that the application includes plans for both a residence and a shop and the association has never previously micromanaged a project; that he has 18 months to complete the project and there should be no problem as long as the house was completed in that timeframe; that Mr. Buchanan had agreed to pour the two foundations at the same time, and that he had met all of the setbacks and requirements set forth in the Covenants and Master Plan. Gerald stated that the governing documents were unclear regarding accessory buildings and it may be a good idea to run them by the attorney but board members didn't see the need and said they did not want to set a precedent regarding accessary buildings. **Motion:** Charlene motioned and Ed seconded to approve Buchanan's application for a shop and residence with the conditions that all disturbed land be reseeded and all appropriate permits be obtained before he were to begin the work. Gerald added the condition that the corner posts be reflagged so the 50' setbacks were clear. Charlene amended her motion to include Gerald's condition and Ed accepted the amendment. **Motion carried.** (10 in favor, one abstention – Kevin).

5.5.2 NG 33-B Michael-George Workshop project review

Gerald reported that the Project Review Committee held a phone meeting to discuss issues the Williams' had with Marius' project. Gerald, Ed, Charlotte, Sally Muto, Leo Keeler, the Williams and George Makris met at the site of the proposed workshop. All setbacks had been met. There was agreement that the driveway had a drainage problem that Marius had agreed to fix, and that this issue was between the two landowners and not a GLA requirement. **Motion:** Charlene motioned and Dan seconded to approve the application to put a shop on the property with the condition that all disturbed land be reseeded. Kevin suggested that the Residential Easement Agreement between NG 33C and NG 33B be referenced in the

preliminary approval. Charlene amended her motion and Ross seconded it. **Motion carried unanimously.**

5.6 Road and Weed / Mgmt Committee Report

Kevin reported that he called Park County to fix a pothole on Dry Creek Road, it was fixed but failing again, requiring another phone call. Dennis asked if a snow marker could be replaced on the S side of the road where it narrows.

Action Item: ***Kevin – call Parks Frady to widen the narrow portion of the road to county standards.***

Action Item: ***Kevin – e-mail Paul for snow stakes and install. Ed will help.***

5.7 Communications Committee Report – Ross B.

5.7.1 Creation of committee e-mail lists

Ross asked the board if they were interested in having individual committee lists. It was decided that e-mail lists would be created for committees as appropriate and when requested, and that there would be two lists per committee – one for board members only and the other for both board members and landowners on the committee.

5.8 Community Property Committee Report – CM

Charlotte reported that the committee had questions for the attorney but other board questions were a priority so the parkland questions might have to wait until a later date to be answered.

5.9 Governing Documents Committee Report – DK / CM

Dan reported that the committee would be holding special meetings of the members in February and March to receive input regarding the proposed changes sent to the members in October. He also suggested the committee ask Alanah, the GLA's attorney, to attend the February 20th meeting and the March 19th meeting.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

8. Comment Period for Visiting Landowner

Sally Muto reiterated her request for informal community meetings during which landowners could convey their ideas and concerns without time limits. Landowners commented on financial issues; Aza Ziegler's accessory building that doesn't have a dwelling on the lot; the need for a reflector on Taurus before the road declines; the concern that there are no repercussions when people don't adhere to the governing documents; the idea that GAV residents aren't paying their fair share of the road costs. The Williams asked about the road standards and if they have any recourse with the GLA regarding their private road and were told that the GLA does not regulate private roads.

9. Adjournment

Charlotte adjourned the meeting at 10:08.

10. Next Board Meeting: February 8, 2016 at Saint John's Church

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

February 8, 2016

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Pledge of Allegiance and one minute of silence**
   The meeting was called to order by Charlotte Mizzi at 7:04 p.m.

   PRESENT: Charlotte Mizzi (President), Dennis Riley (Vice President), Charlene Murphy (Secretary), Rudy Parker (Treasurer, arrived 7:16 pm), Paul Ranttalo via phone, Mark Seaver via phone, Ed Dobrowski, Newman Brozovsky, Kevin Newby, Dan Kehoe, Gerald Dubiel (arrived 7:09 pm)
   Landowners: Debbie DeGraaf, Linda Ulrich, Tim Murphy, Jeff Riederer, Sally Muto, Jerry Ladewig, Chris & Ia Williams, Michael & Sheila Laverty, Debbie Blais, Leo & Dorothy Keeler, Chad Stone, Pay Knock, Claudette Dirkers, Tim Brockett, Donna Andersen, Miriam Barker

2. **Set Agenda**

3. **Comment Period for Visiting Landowners**
   Landowner recommendations to: Not use time at Feb. 20, Governing Documents meeting for presentation of gold mine near Chico. That the BOD vote on meeting decorum. Opinion that Project Review process is hindered by Admin Assistant being involved. Kevin Newby replied the Admin Assistant's involvement is needed and the forms and the process need to be refined and discussed at the next PR committee meeting, Feb 29, 2016. Questioned if Legal Committee has met and if so wants to see the meeting minutes. Dan Kehoe replied that the consultation with the attorney was not a committee meeting according to the Bylaws definition. Some landowners wanted to hear information listed on Closed Session agenda.

   Motion: Kevin motioned and Mark seconded to allow landowners to listen to tonight's closed session. Discussion: Dennis remembered references to current litigation over interpretations of the Gov Docs and the Attorney counseled not to discuss this publically at this time. **Motion Failed.** (3 in favor, 6 opposed, 2 abstentions).

   Motion: Kevin made a second motion and Newman seconded to allow landowners to listen silently to discussion of attorney advice that doesn't pertain to litigation. Charlotte will discuss Parkland information from the attorney in the Community Property report. Agenda item 4.4.3 includes attorney interpretation of 11.06. The Treasurer's report includes information from the attorney. **Motion withdrawn:** Kevin withdrew this motion since attorney information will be discussed during the course of the meeting.

4. **Officer and Committee Reports**
   4.1 President's Report – CM
   4.1.1 Establish Sergeant-at-Arms for the meeting
   Ed volunteered for tonight. Gavel taken away from President Charlotte Mizzi by Chad Stone who said it belonged to him. The gavel had been loaned to the Board some time ago and was passed on to Charlotte.

   4.1.2 Possible Gold Mine presentation at the Special Meeting of the Members, Feb 20.
   Due to landowner input, the Gold Mine presentation will not be presented at the Feb 20 Meeting of Members.

   4.1.3 Interviews for Admin Assist position Feb 13
   There are four applicants. The interviewers will be Dennis, Charlene, Rudy and Charlotte as the BOD officers. They will bring a recommendation to the board for a vote.

4.2 Secretary's Report – CRM

4.2.1 Mailings

Newsletter mailed Jan 22, 2016 to 38 Official email subscribers and by postal mail. Five sets of Committee Minutes and two sets of Meeting Minutes were emailed to 62 unofficial email subscribers. A postcard was mailed to North Glastonbury residents to fill the vacancy on the Board after Ross Brunson's resignation January 29, 2016. The Bylaws don't require a mailing to announce a vacancy but it has been done in recent months. The next mailing is the End of the Year financial reports to be mailed February 12, 2016.

4.2.2 Training of new Admin Assistant

Karleen will train the new administrative assistant for 3 weeks, 20 hours per week beginning Feb. 29. The net effect on the budget will be about zero since we have been without an admin assistant for over 3 weeks.

4.2.3 Petty Cash held by the Secretary

The Petty Cash is held by the Secretary for use to reimburse postage and office supplies.

4.2.4 Purchase of a recording device

The recording unit is a Zoom H4n with power cord, carry case, and an 8 Gg audio card valued at $165.00. It was purchased by Ross Brunson for use at GLA meetings and has been used by the GLA. Ross will sell it to the GLA for $120.00. It produces a high quality recording. **Motion**: Charlene motioned and Rudy seconded to purchase this recording device from Ross for $120.00. **Motion carried unanimously.**

4.2.5 Procedure for Committee Meeting Minutes

Current procedure is for the committee chairmen to approve the minutes and then they are finalized and sent out to the email subscribers. **Motion:** Charlene motioned and Rudy seconded that the committee meeting minutes procedure be changed: After the committee chair(s) approve the minutes they are sent to all board members for a three-day review and comment period. The minutes are then finalized by the secretary and sent out. An email vote is not required as with Board meeting minutes. **Motion carried unanimously.**

4.3 Treasurer's Reports – RP

Statements sent out in January. 250 payments received in Jan. totaling $62,000. Describing the interface of Rudy and the accountant in Livingston, Julie Inderland, Rudy makes deposits, accountant enters checks into QuickBooks. Rudy visits accountant every Monday morning to discuss issues, bring bills. Accountant enters bills and prints checks. Checks mailed to PO Box on Wed. Rudy signs checks Friday and mails them out.

4.3.1 Profit & Loss, Balance Sheet Reports – January 2016

Motion: Rudy motioned and Gerald seconded to approve Jan 2016 Profit & Loss and Balance Sheet to be included with the minutes. **Motion carried** (10 in favor, 1 opposed.)

4.3.2 Vote to create a snow fund

Finance Committee recommends a snow fund be created. **Motion:** Rudy motioned and Dan seconded to use $12,981 unspent 2015 snow budget to create a snow fund

in reserve for a second plow truck or for snow emergencies. Discussion: Board wanted to be sure the money would only be used for snow removal equipment and snow emergencies. The first motion was withdrawn and restated. Rudy motioned and Ed seconded to create a Snow Removal Fund using $12,981 of unspent 2015 snow budget money to be used to purchase snow removal/road equipment and for snow emergencies. **Motion carried unanimously.**

4.3.3 Vote on research into simplifying the books

Finance Committee recommends that the board look into simplifying the books. Regina Wunsch can offer suggestions made by accountant Bob Story in 2013 to simplify. Accountant Julie Inderland can also provide suggestions in May after tax season. The GLA can pay Julie a consulting fee. Discussion: Money will be saved on monthly accountant fees if the books are simplified.
Action Item: ***Rudy – ask Julie what her fee will be and bring a proposal to the board June 14.***

4.3.4 Vote to allocate remaining 2015 money

Motion: Rudy motioned and Dennis seconded to move $3,327 of unspent 2015 NG Gravel/Grading Budget into the NG Road Fund. And move $926 of unspent SG Gravel/Grading budget into the SG Road Fund. **Motion carried unanimously.**
Motion: Rudy motioned and Dan seconded to use $7,910 from past due assessments collected in 2015 to balance the 2016 budget. **Motion carried.** (9 in favor, 2 abstentions).

4.3.5 Vote to approve 2016 Budget & the End of Year financials to be mailed Feb 12

Motion: Rudy motioned and Dan seconded to approve the 2016 Budget. Discussion: Because road paving loan is paid off there is an additional $30,000 in the road maintenance budget. Snow budget remains the same as 2015. Overhead/Admin Costs have increased $8,944, with $7,200 allocated for accountant/bookkeeper in 2016. **Motion carried.** (9 in favor, 1 opposed, 1 abstention).
Action Item: ***Finance Committee – Start the budget analysis earlier next year and look at each line item including what are prudent numbers for the snow plow budget.***
Motion: Rudy motioned and Dan seconded to approve and send to members the End of the Year Financial reports. **Motion carried unanimously.**

4.3.6 Direct deposit of paychecks by accountant

Currently the bi-monthly employee paychecks are delivered by hand or by mail. Direct deposit recommended by accountant, Julie Inderland. QuickBooks charges $1.75 per paycheck. 36 paychecks per year will cost about $63.00. **Motion**: Rudy motioned and Dan seconded to use direct deposit through QuickBooks for employee paychecks. Discussion: There is a Website interface with QB where the employee can log in. Employee has the right to choose to accept direct deposit. **Motion carried unanimously.**

4.4 Finance Committee Report – RP

4.4.1 Report on two committee meetings Jan 20 and 27, 2016. Minutes are finalized.

4.4.2 Next Finance Committee meeting to focus on Collections, Feb 17, 2016

4.4.3 Collections as per Covenant 11.06

Dan shared information from our attorney. In 1997 the 18% interest 5% penalty were written into the covenants. But the interest rate is usurious according to state law and the courts do not uphold penalties that are in percentages. They do uphold a fee tied to expenses, such as a lien fee. If we do not reduce our 18% interest, when we try to collect on delinquent accounts, if a landowner objected to the interest and fees and went to court, we would get the assessments only. All the 18% interest would be thrown out of court. Case law confirms that this would happen. If our covenants had the language "or the maximum the law will allow," after the 18% interest, then we could collect the Montana limit of 15%, but without that we have no fallback position in the covenants.

Action Item: ***Mark – look up prime rates as of January 1st for every year since 1997.***

Action Item: ***Dan – work with Rudy and Regina on the spread sheet to calculate the interest for each delinquent account***

4.4.4 Update on Collection efforts by Debbie DeGraaf

Debbie reports that she has called almost everyone who is less than 2 years behind. She is getting updated contact information as she goes. If the landowner wants to go on a payment plan Debbie refers them to Rudy. Debbie suggests having the accountant do everything other than getting the checks from the mail box and making deposits. This will provide continuity for the board as board members change and the finances will be correct. The Treasurer will be the liaison with the accountant, the members and the board. It would cost more for the accountant to do it all but it would be accurate. Julie Inderland stated her hourly rate goes down when she does more work.

Action Item: ***Board – explore giving more duties to the accountant. Goal is simplification, accuracy, and continuity for the GLA bookkeeping and accounting.***

4.5 Project Review Committee Report – KN

4.5.1 Goals

Kevin reported that the Proposed Fee Changes went out Jan 22 with the Newsletter. Next Project Review Meeting, Monday, Feb 29, 7:00 pm. Two Goals: 1) Amend the Fee schedule. This has been done and is out for 30-day landowner review. 2) Refine proposed changes to Project Review instructions page to make it clear for the applicant. Develop two Project Review checklists. First checklist for use by Admin Assistant who helps the landowner complete the application. Second checklist designed for Project Review committee members for use in the field with at least 30 things to check off. Increase times required to process and review an application from 2 weeks to 30 days to prevent a project being rushed to be voted on at the next board meeting. Allow projects to be discussed at a PR review meeting so landowners can have input. Post agenda for the committee meeting on the GLA calendar online with the parcel/lot number. And post the application as a PDF without personal information. Goal to increase accuracy on projects. Referring to a project approved Jan 11, 2016, Kevin would require the DEQ stamp by Barbara Woodbury on the Buchannan project before he builds in the spring. Well Logs are available on the internet and the proposed governing documents changes will address removing the requirement for the GLA to look at well logs.

4.5.2 Report on Committee meeting Jan 25, 2016 – see above.

4.5.3 Proposed changes to PR instructions and requirements – see above.

4.6 Road and Weed / Mgmt Committee Report – PR

Paul sent a report that was read by Gerald.

a. Paul reported that the reflector post on Taurus road is in place. Ed installed the reflector post on Dry Creek Rd on the gravel part of the road near the large culvert.
b. Paul used engineered drawings of road construction from Park County, which shows the design for the ditches, to recommend the clearing of all ditches on all roads. A road grader can do this work quickly but large rocks cause damage to the grader blade. Paul recommends using a backhoe for this ditch clearing work.
c. Paul recommends using Lembcke Excavating Inc. as the road contractor this year. Paul will get a price quote and equipment inventory from Mr. Lembcke, an experienced road builder and heavy equipment operator. Lembcke has a source for angular, crushed rock for use in rebuilding the roads where base material is exposed. Roads will be crowned and the 'good' crushed gravel with adequate binder will be used to finish the surface.
d. Paul submitted his bid to install a surface water sump on Capricorn. 4' x8' with gravel base and metal cast grate for $1800. Adkins Construction bid this job for $2,500 three years ago. Other bids will be solicited

4.6.1 Committee Meeting, Feb. 11, 2016 – announced

4.6.2 Goals for 5 year road maintenance plan

To be discussed at Feb 11 committee meeting.

4.7 Communications & Technology Committee Report – DR

4.7.1 Report on Committee meeting Jan 14. Email Tracking Spreadsheet

Mark reported that the spreadsheet is experimental and we will see how it can be improved.

4.7.2 Website and Tech duties – not discussed

4.7.3 Committee meeting, Feb 15, 2016, 7:00 pm – announced

4.7.4 Goals

To work on a better system to allow landowners to call in to meetings.
Get permission to have a copper land line installed in St John's Church.
Then purchase a Polycom brand of a conference call device. Goal to have an in-person meeting and a call-in meeting simultaneously. Another goal is to send agendas and other information in a timely manner.

4.7.5 A landowner's meeting where the Board listens

Motion: Dennis motioned and Paul seconded to set up a special meeting to provide a forum for landowners to discuss whatever they want with the board. Date before June. **Motion carried unanimously.**

4.8 Community Property Committee Report – CM

4.8.1 Report on Committee meeting Jan 28

Leo Keeler is researching Park County requirements for Dedicated Parkland. The Attorney, Alanah Griffith, was asked if the Board had the right to decide who can use the parkland once it is developed. Alanah answered, "Because the language in the Parkland Agreement includes use by 'Glastonbury and the surrounding

Emigrant area,' it would seem to be ambiguous regarding the intended users. I think that there is a reasonable argument that the park was intended to be used by the Association members only. My suggestion is to do that, and then see if anyone pushes back on the matter. My guess is that most people already assume it was intended for GLA use." The GLA pays the taxes on the soccer field/Parkland property but the 20-acre parcel is not under the Glastonbury Covenants. Discussion included the land surrounding the 20-acre Parkland that is owned by Church Universal & Triumphant (CUT). Totaling about 176 acres, it is not a part of Glastonbury or the GLA covenants. Dan suggested the Board talk with the church about their plans for the property. The next Community Property meeting will be later in the spring after research on Parklands is completed.

4.9 Governing Document Committee Report – DK

4.9.1 Feb 20 and March 19 Special Meetings of the Members

Feb 20 in-person Mar 19 on phone. The process to change and update our governing docs was started over a year and a half ago. The meetings are a time for landowners to ask questions, the attorney will be at both meetings to answer legal questions.

4.9.2 Goals

After voting on the first set of proposed governing document changes, discuss the scope of the next round of gov doc changes.

5. UNFINISHED BUSINESS

6. NEW BUSINESS

7. Visiting Landowner Input Period

Questions of what would happen to the 176 acres owned by CUT around the soccer fields. If the land is developed or sold could these lands be brought under the GLA Covenants?
ACTION ITEM: Dan – draft a letter to CUT regarding the reserved land.

8. Closed Session

8.1 Report of Legal Committee meeting with attorney

The Board didn't hold a Closed Session. At 10:45 pm, attorney advice regarding Dwelling Units was discussed in a continuation of the Open Meeting. The Covenant definition of a Dwelling Unit is very tight and follows the state and county definition. The Master Plan does not allow duplexes which conflicts with the Covenants so the Master Plan loses out. If a second dwelling unit within dwelling has a wall or a lockable door separating it, it is considered a separate dwelling unit and can be assessed. This question of a separate dwelling unit with a lockable door went all the way to the MT Supreme court level. Hook ups but no appliance does not meet the criteria for a dwelling unit.

The following two points are from attorney Alanah Griffith:

1. Regarding dwelling units.

A) "Dwelling unit" is a definition that the courts have visited often due to cities and counties utilizing it in collecting taxes. The Covenants' definition is close to the legal definition used by Gallatin County. The kitchen part of the definition (from the MT Supreme Court) means it has to have appurtenances in it. Having the hook-ups without the appliances does not meet the court's definition of a kitchen.

B) The Master Plan item disallowing duplexes is not valid since the Covenants allow apartments. The courts' ruling on duplexes is if there is a wall or lockable door between the units, they are considered two dwelling units. So we can include this language in the letter to people who fall under the duplex/multiple dwelling units/apartment definition.

ACTION ITEM: ***Board – refine a letter to be mailed to landowners with multiple dwelling units in question with a statement explaining the definition of dwelling unit and why an additional assessment is on their revised statement.***

Charlene disclosed she lives in a duplex and will receive an additional assessment now that it has been determined that the GLA will assess these units. She hopes other landowners who have a locked door with an additional dwelling unit in their home will come forward and pay the additional assessment.

2. Regarding "Accessory building" situation and assessments.

HOAs often do try to have the assessed building built first, but the language has to be real clear. In the Accessory building definition of the Covenants it talks about "principal or main building" and does not clearly state dwelling unit, so the principal or main building could be a commercial building. One thing we can do, besides cleaning up the language, is create a "performance bond" like Big Sky Owners Association did. They have a $5,000 bond on new construction to make sure the person is serious about building and will carry through with everything. If the building is not put up after excavation has torn up the ground, they use the $5,000 to grade and reseed the land.
Alanah suggested we look at their website since they run into a lot of the same problems the GLA does. (http://bigskymt.org/). Big Sky created a 501-C3 for their parkland.

8.2 Document requests based on attorney input

Not discussed due to the lateness of the hour.

8.3 Attorney advice on Community Property – addressed in 4.8.1

7. Visiting Landowner Input Period (Cont.)

Jerry Ladewig asked when she will receive a response to her October 2015 complaint of three dwelling units on SG 32A. The board stated it had taken since October to get the attorney advice on this issue. A letter and additional assessment will be sent to the landowner for the two dwelling units in the house. The garage, having a gas hook up but no appliance, does not meet criteria for a dwelling unit as per attorney advice.

A petition from Clare Parker regarding a prayer before board meetings was given to the Board two weeks ago. This topic will be on the agenda for the next meeting.

9. Adjournment

The meeting was adjourned at 11:05 p.m.

10. Next Board meeting, March 14, 2016, St. John's Church

EMAIL VOTE TO APPROVE 02 08 2016 BOARD MEETING MINUTES

From: gerald dubiel
Sent: Thursday, March 03, 2016 9:00 AM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote yes, Gerald

From: Newman Brozovsky
Sent: Sunday, February 28, 2016 9:30 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote to approve. Newman

From: Mark Seaver
Sent: Sunday, February 28, 2016 8:20 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote to approve. - Mark

From: K Newby
Sent: Sunday, February 28, 2016 8:02 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote yes to approve. Kevin

From: Rudy Parker
Sent: Sunday, February 28, 2016 3:23 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote to approve.

Rudy Parker | Treasurer

From: Dennis Riley
Reply-To: GLABoardmembers
Date: Sun, 28 Feb 2016 15:22:04 -0700
To: GLA Board
Subject: RE: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I second the motion and vote to approve. Dennis

From: Paul Ranttalo
Sent: Monday, February 29, 2016 2:02 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote yes..Paul

From: Charlotte Mizzi
Sent: Sunday, February 28, 2016 10:08 PM
To: GLA Board
Subject: RE: [GLA Board List] Vote to Approve Feb 8 BOD minutes

I vote to approve the Feb. 8th minutes. Charlotte

From: Dan Kehoe
Sent: Sunday, February 28, 2016 3:26 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote to Approve Feb 8 BOD minutes
I second the motion and vote Yes.
Dan

On 2/28/2016 3:14 PM, Charlene Murphy wrote:
I make a motion to approve the Feb 8, 2016 BOD meeting minutes and I vote yes to approve.

Charlene

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes- *Final*

March 14, 2016

CONFIDENTIAL – DO NOT COPY

1. **Call to Order, Pledge of Allegiance and one minute of silence (7:00 p.m.)**
   The meeting was called to order by Charlotte Mizzi at 7:11 p.m.
   Maxim Brozovsky named Sergeant at Arms.

   PRESENT: Charlotte Mizzi (President), Dennis Riley (Vice President via phone), Charlene Murphy (Secretary), Rudy Parker (Treasurer), Newman Brozovsky, Ed Dobrowski, Gerald Dubiel, Dan Kehoe, Kevin Newby, Paul Ranttalo (left 7:50), Mark Seaver (via phone).
   Also attending: Karleen McSherry (Administrative Assistant).
   Landowners: Miriam Barker, Debbie Blais, Tim Brockett, Maxim Brozovsky, Ross Brunson, John Carp, Debbie DeGraaf (until 7:34), Claudette Dirkers, Catherine & Christopher Fitzgerald, Richard Johnson, Leo & Dorothy Keeler, Donna Lash-Andersen, Michael Laverty (briefly), George Makris, Tim Murphy, Sally Muto, Frances & Vernon Nye, Clare Parker, Francis Regan, Jeff Riederer, Linda Ulrich, Ia Williams, Regina Wunsch.
   GUEST: Alvera Kubal

2. **Commence Special Meeting to fill NG director position vacated by Ross Brunson**
   Charlotte reviewed the North Glastonbury board vacancy that was created when Ross Brunson resigned at the end of January. Prior to the meeting Debbie DeGraaf, Richard Johnson and Valery O'Connell (not in attendance) had each submitted a letter of intent to be considered for the position. Debbie and Richard were given opportunity to convey their experiences for and expectations once in the role if they were to be appointed. The board voted by paper ballot. The results were tabulated by Karleen and Charlene who announced that Richard had won (7 Richard, 4 Debbie, 0 Valery)
   The Special Meeting was adjourned at 7:24

3. **Commence Regular Monthly Board Meeting**
   The meeting was called to order by Charlotte Mizzi at 7:25 p.m.

4. **Set Agenda**
   Add 6.2.3 Confidentiality agreement for committee members.

5. **Visiting Landowner Input Period**
   A number of landowners expressed dissatisfaction with the board regarding a number of issues including the concept that we live in a democracy and the landowner input period should not be limited to 20 minutes, with the counter that this is not a democracy, it's a board meeting of a corporation; the frustration that landowner issues don't get put on the agenda and the request for a community meeting that all board members attend; that document requests were not being addressed, uncertainty regarding the process for compiling information to send out to landowners in their governing documents changes voting packet; lack of board response regarding complaints submitted; and the idea that there is a shadow board and most of the members are just puppets. One landowner expressed thanks to the board for their tireless efforts and suggested that some landowners have an agenda to side track this board by subjecting directors to constant abuse and attempting to intimidate them and future board members.

6. **Officer and Committee Reports**
   6.1 President's Report – CM
   6.1.1 Report on hiring administrative assistant
   Charlotte reported that the board had hired Michele Strykert as the Administrative Assistant to start sometime in March. Karleen agreed to pick up the slack until then. Karleen also agreed to be on contract at $15/hr. to train Michele.

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6.1.2 Prayer Petition

Motion: Rudy motioned and Ed seconded to bring back an opening prayer followed by the Pledge of Allegiance and a moment of silence. **Motion carried** (8 in favor, 4 opposed – Dennis, Dan, Charlene and Mark). Paul voted via phone because he had left the meeting at 7:50 p.m.

6.1.3 Proposal for obtaining written attorney input

At the governing documents meeting in February that 40 plus landowners and board members attended, people wanted to read the attorney's legal opinions. **Motion:** Kevin motioned and Ed seconded that the board agree to spend money to get a written opinion. Discussion included the caution that what is sent out to the landowners not violate attorney-client privilege since the association is still in litigation; the idea that the legal committee meeting notes be transcribed for landowner review and the counter that what is required is that the attorney back up her opinion with case law examples; the question of whether the legal committee needs to meet with the attorney in person or if answers can be given in writing; the committee members preference for in-person meetings to get clarification regarding responses; that $5,000 had been budgeted for legal advice, $1,800 had already been spent and this request would cost about another $1,000. **Amended motion:** Kevin amended his motion and Ed seconded to ask the attorney for three questions to be answered in writing. **Motion carried unanimously.**

6.2 Secretary's Report – CRM

Charlene announced that someone had taken half of the meeting minutes from one of the landowner binders and she requested that they be returned.

6.2.1 Proposal to purchase laptop/device for use by administrative assistant

Charlene reported that Michele, the new administrative assistant didn't have a laptop with which to take notes at the board meetings. Previously there had been board discussion via e-mail regarding the necessity for using two separate computers. Ross was asked to give input and he suggested the association keep the Mac Mini because it is only one year old, easy to use and relatively inexpensive in that the laptop would likely cost twice as much. The Apple platform is better than windows because there's no spyware. Ross then donated a Windows laptop for Michele to use and recommended the association keep the current system as is.

6.2.2 Report on mailings

Charlene reported the association sent out the annual mailing in February as well as a post card to announce the North Glastonbury board opening. Dennis began learning the lien process and had filed two liens.

6.2.3 Confidentiality agreement for committee members

Because some landowners who work with committees, such as the Project Review and Finance Committees, receive confidential information, it was suggested they sign a confidentiality agreement. Leo Keeler who sits on the Project Review Committee objected, saying applications should be put on the web and not doing so squelches landowner input. Charlene reminded him that apps on the web hadn't been voted on and requiring confidentiality involved a level of responsibility and integrity not squelching. That part of the issue was TABLED until the next meeting. Kevin said he couldn't see why a committee member would be against signing a confidentiality agreement and Dan reiterated that there would be a problem with not using it. **Motion:** Charlene motioned and Kevin seconded to ask members of the financial committee dealing with people's personal financial info to sign the Confidentiality Agreement. Charlene distributed copies. **Motion carried** (9 in favor and one abstention – Dennis).

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6.3 Treasurer's Reports – RP

6.3.1 Budget Sheet, Budget Variance, Check and Deposit

Rudy reported that things had quieted down in terms of checks coming in; that the association had collected $84,000 in assessments; $5100 in past due assessments; that 13 delinquent accounts needed to have liens filed, and they had filed two emergency liens and collected on one; that the GLA had filed a tax return on $159 of interest income. Rudy handed out a revised balance sheet (the one originally given in the packets had errors). $7910 was put into the 2016 budget from unallocated savings. **Motion:** Rudy motioned and Dan seconded to accept the financial reports as submitted for inclusion in the minutes. **Motion carried** (7 in favor, one opposed – Kevin, and 3 abstentions – Newman, Ed and Mark).

6.3.2 Update on accountant & interest recalculations

Rudy reported that a meeting had been set up with the accountants for Friday, April 1st at 3:00 p.m. at Julie Indreland's office to discuss how to correct past errors. Regina had already met with Micah. They were ready to meet with board members and the Finance Committee to explain the recalculations.

6.3.3 Dwelling Assessment Letter

Rudy reported that 16 new assessments had been entered at the beginning of the year and they had received only two phone calls from landowners about the extra assessments - Lisa Buford & Jim Trisdale. Jim was upset and didn't think he should have to pay an extra assessment. The Project Review Committee still had to finish looking for other new assessments in NG. Ed thought the board was going to get attorney input regarding the letter and would like to get landowner input because it was something new. Charlene suggested people should contact the Finance Committee rather than Project Review Committee. **Motion:** Charlene motioned and Gerald seconded to accept letter with the change to contacting the Finance Committee and to send it out to affected landowners. Discussion included Dan's clarification that this was an explanatory letter not the board making policy. The board was implementing procedure based on three months of review with landowners. **Motion carried** (9 in favor, 1 opposed – Ed, and 1 abstention – Newman).

6.4 Finance Committee Report – RP

6.4.1 Dwelling assessment report review

Rudy reminded the board that he had created a spreadsheet at end of last year that listed 16 non-controversial dwelling assessments to be added to this year's bills. There were some that were controversial and they were not added.

Action Item – *Rudy send spreadsheet out to board again*.

6.4.2 Meeting with collection attorney re: Liens/Foreclosure/Collections Policy

Dan reported on the meeting with attorney Rick Landers regarding collections. When a landowner is over two or three years delinquent, the GLA would send a delinquency letter and perfect the lien (update and refile). If there was no or an inadequate response to the letter, then the attorney would write a demand letter. If still no satisfactory response, the board would vote to sue for judgment, and if the judge were to rule in the GLA's favor, the association could then report the delinquency to credit agencies. If there is no mortgage on the property, the GLA could foreclose within two years and recoup all court costs at the end. If the property is mortgaged, the association would send a lien to the mortgage company. It might be in the association's best interest to make an amnesty offer in the letter to the landowner to lower the interest or charge no interest at all. Rick said most HOA's waive interest to get principle. If the property is under a lease arrangement, the assessment and lien should be sent to the actual landowner. It is best not to let unpaid assessments go beyond three years before taking legal action. Rick

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recommended charging 12% since that is what the court charges as interest on court costs and contractor liens. Mortgage foreclosures wipe the slate clean. The new owner gets a clear title but our covenants say the debt runs with the land. The new owner gets a title after the foreclosure, even though our covenants say the debt runs with the land. If the bank holding the mortgage is out of state, it's cheaper for them to pay off liens, they a hire a Montana lawyer to get rid of the lien. In order for us to pursue foreclosures on mortgaged property it's critical to know when a mortgage was put on a property to make sure we have first position. Difficulty arises with quit claim deed and private party sales. In these cases, the GLA would go to the new owner to collect because the debt runs with the property. If the new owner doesn't know there's a lien on the property it's not the GLA's problem; it's between the buyer and seller. The GLA can make a settlement offer and negotiate with the landowner at any point in the collection process.

6.4.3 Interest rate on past due accounts

Rudy reported that the Collections Committee had been successfully collecting past due accounts. As of Dec 31st, 75 accounts had been delinquent and many of these were long-term delinquencies. Sixteen past due accounts have been paid. Rudy asked that the board adopt an interest rate that was defensible in court, like 12%. He admitted this might be controversial because some members believed the board was cutting deals and he planned to address this issue at the next finance committee meeting on March 30th. He said the treasurer needed wiggle room on these long-term accounts. Dan suggested that this is not preferential treatment because the board is empowered by the governing docs to negotiate, which would yield at least some money. Rudy wanted to be empowered to negotiate between 12% and 15% interest. Charlotte suggested that the treasurer could negotiate and then it would have to come back to the board for approval. Rudy stated he would make this an agenda item at the next Finance Committee meeting.

Action Item – ***Rudy to bring proposal to the April board meeting for approval.***

6.5 Road and Weed Mgmt Committee Report – PR / ED / DR

6.5.1 Proposal for placing a newspaper ad for a road engineer

Motion: Dennis motioned and Dan seconded to spend $65 to put an ad in the Bozeman Chronicle for an engineer to assess and give us a proposal for fixing roads with ditches. Discussion included Ed's belief and Gerald's agreement that the association should get bids rather than advertise for an engineer; the idea that $65 would give the GLA an education of what an engineer would charge. **Motion dropped.**

Action Item – ***Ed check with two or three engineering firms to see what they would charge (quotes).***

Action Item – ***Board to work up specs regarding what Ed would ask.***

It was noted that the sump that was never built would be handled during the next Road & Weed Committee meeting.

Claudette suggested the board create a long-term subcommittee for research and road plans. Charlene and Dennis disagreed saying a subcommittee would scatter energies and that the committee itself could do research without needing a separate subcommittee. A group of landowners could also submit a long-term plan without becoming a subcommittee.

6.6 Communications & Technology Committee Report

6.6.1 Proposal for Mark to co-chair Communications and Technology Committee

Motion: Dennis motioned and Dan seconded for Mark to be co-chair of the Communications and Technology Committee. **Motion carried unanimously.**

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It was announced that the April 2nd meeting with the landowners was going to be facilitated by Leo Keeler and Dennis, and that Wendy Riley would take notes on flip charts. It would be an opportunity for everyone to speak and for all to work toward resolutions.

6.7 Project Review Committee – GD / KN

6.7.1 Lot 58 (SG) Riederer greenhouse

Gerald reported that he, Ed and Leo had visited the site and checked the placement of the greenhouse between the garage and the house. The setbacks were good and there would be no foundation Mention was made of overpayment of fees and the need to return it. **Motion:** Gerald motioned and Ed seconded to approve the greenhouse project as submitted with the condition that all county and state regulations were met. **Motion carried unanimously.**

6.7.2 Lot 28-E (SG) Fitzgerald dwelling and guest house

Gerald reported that the paperwork the board had been given regarding the Fitzgerald property had been changed. On the new pages, one of the two drainfields that had originally been proposed had been eliminated per the suggestion of Barbara Woodbury, county sanitarian. The new plan called for both dwellings to drain into the drainfield closest to Arcturus. This drainfield would need to be enlarged. Each building would have its own 1,000 gal septic tank whose lines would go into that one drainfield. The setbacks were well over 50'; the new design would not interfere with any existing surrounding wells (parcel 29); the driveway was well over 250' and within required sight restrictions amount. Gerald would like to see an approval stamp from Barbara Woodbury on the new configuration. Debbie Blais demanded no action be taken on this until DEQ approval was received. Charlotte reminded Debbie that there is no requirement to have landowner approval on these projects, that she was being allowed to speak as a courtesy. **Motion:** Ed motioned and Rudy seconded that the board approve this project with the conditions that the DEQ accepts the septic system placement and that the land be reseeded upon completion. **Motion carried** (10 in favor and 1 abstention – Gerald, who announced at the beginning that he wouldn't vote because he had been retained to work on the project).

6.7.3 Proposed Fee Increase for application forms

It was reported that the landowners had had more than 30 days to review the proposed fee increase and application form changes and the associated had received no comments. **Motion:** Dan motioned and Kevin seconded to approve the proposed fee increase and amended application form. **Motion carried unanimously.**

6.7.4 Review members of the Project Review Committee

It was reported that Sally Muto had resigned from the Project Review Committee and that Chris Williams was interested in taking her place. **Motion:** Kevin motioned and Gerald seconded to appoint Chris Williams to the Project Review Committee. Discussion included the idea that both Sally and Chris lived in North Glastonbury. Charlene suggested that committee members needed to be impartial and she expressed some concerns regarding Chris' ability to meet that criterion. Dan reminded that committee members serve the entire community and that they just recommend to the board, which ultimately votes to decide. **Motion carried** (10 in favor and 1 abstention – Charlene).

6.8 Governing Document Committee Report – DK

Dan announced that the next meeting with the landowners would be the following Saturday via phone conference. Charlene asked if people would e-mail their questions or if people speaking up could e-mail the basic content of their statement for the minutes.

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Action Item: ***Dan give phone meeting audio to Charlene***

7. **UNFINISHED BUSINESS**

8. **NEW BUSINESS**

9. **Comment Period for Visiting Landowners**
   Regina Wunsch asked for permission to talk to the accountant regarding an error; the guardrail on Hercules was sinking and needed to be propped up at the blind curve; Ed agreed to check it out and make recommendations. The Nyes reported a man banged on their detached garage, saying he needed to talk to whomever lived there. They asked if this is the type of checking up the GLA was doing regarding multiple dwelling units and they were told it was not. It was recommended people call the sheriff if this type of thing happens again. Linda Ulrich reported that people were targeting older folks for drugs. She also noted that there was a large pothole at the north entrance on Capricorn at the top of the hill. Claudette thanked the Road Committee for adding a reflector post on Taurus and suggested the dark green one needed reflective tape because you couldn't see it and there's a large drop off. Ed agreed to ask Paul for reflector tape and to handle the repair. Sally Muto commented that if you e-mail questions to the attorney and she e-mails back it's cheaper. She also suggested that an actual percent interest on overdue assessments shouldn't be in the covenants. Rather they should say, "Up to the maximum allowed by the state of MT." That would give the board discretion.

10. **Adjournment (10:31)**

11. **Next Board Meeting: April 11, 2016, 7:00 p.m., St. John's Church**

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Voting Record for March 14, 2016 BOD Meeting Minutes

From: Rudy Parker

Sent: Tuesday, April 19, 2016 11:40 AM

To: GLA Board

Subject: Re: [GLA Board List] Vote on March Meeting Minutes

I approve.

From: Kevin Newby

Sent: Monday, April 18, 2016 10:20 AM

To: GLA Board

Subject: Re: [GLA Board List] Vote on March Meeting Minutes

Yes I approve.

On Sun, Apr 17, 2016 at 6:40 PM, Newman Brozovsky wrote:

I approve.

From: Gerald Dubiel
Sent: Sunday, April 17, 2016 8:55 AM
To: GLA Board
Subject: Re: [GLA Board List] Vote on March Meeting Minutes

I approve the March 14th meeting minutes. - Gerald

From: Charlotte Mizzi
Sent: Saturday, April 16, 2016 7:17 PM
To: GLA Board
Subject: RE: [GLA Board List] Vote on March Meeting Minutes

I approve the March 14th meeting minutes. Charlotte

From: Mark Seaver
Sent: Saturday, April 16, 2016 6:16 PM
To: GLA Board
Subject: Re: [GLA Board List] Vote on March Meeting Minutes

I approve. - Mark

From: Dennis Riley
Sent: Saturday, April 16, 2016 3:45 PM
To: GLA Board
Subject: RE: [GLA Board List] Vote on March Meeting Minutes

I approve. Dennis

From: Dan Kehoe
Sent: Saturday, April 16, 2016 11:58 AM
To: GLA Goard
Subject: Re: [GLA Board List] Vote on March Meeting Minutes

I second the motion and vote to approve.
Dan

On 4/16/2016 10:33 AM, Charlene Murphy wrote:

I motion to approve the March 14, 2016 meeting minutes. I vote to approve. Charlene

Glastonbury Landowners Association
Balance Sheet
As of February 29, 2016

	Feb 29, 16	Jan 30, 16
ASSETS		
Current Assets		
Checking/Savings		
002 · Bank of the Rockies Checking	6,331.38	5,637.32
003 · Savings Account		
004 · Savings Gen Operating Accnt	125,227.30	81,922.47
010 · Construction Bond Reserve C...	12,197.00	11,897.00
012 · Digitizing Reserve Cash	960.31	966.81
013 · NG Chip Seal Reserve Cash	44.79	44.79
014a · NG Road Reserve Cash	15,117.44	14,893.01
014b · SG Road Reserve Cash	24,650.15	24,650.15
015 · Lawsuit Reserve Cash	30,000.00	30,000.00
003 · Savings Account - Other	27.26	11.08
Total 003 · Savings Account	208,224.25	164,385.31
Total Checking/Savings	214,555.63	170,022.63
Accounts Receivable		
Accounts Receivable	241,808.56	289,912.29
Total Accounts Receivable	241,808.56	289,912.29
Other Current Assets		
Petty Cash	38.51	44.51
Total Other Current Assets	38.51	44.51
Total Current Assets	456,402.70	459,979.43
Fixed Assets		
Furniture and Equipment	918.99	918.99
Total Fixed Assets	918.99	918.99
TOTAL ASSETS	**457,321.69**	**460,898.42**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	2,255.07	779.41
Total Accounts Payable	2,255.07	779.41
Other Current Liabilities		
Construction Bonds Held by GLA	12,197.00	12,197.00
Payroll Liabilities	817.12	456.72
Total Other Current Liabilities	13,014.12	12,653.72
Total Current Liabilities	15,269.19	13,433.13
Total Liabilities	15,269.19	13,433.13
Equity		
Digitizing Fund	960.31	966.81
Lawsuit Fund	30,000.00	30,000.00
NG Chip Seal Fund	44.79	44.79
NG Road Fund	15,117.44	15,117.44
Opening Balance Equity	22,222.35	22,222.35
Operating Fund Balance	319,650.15	319,663.15
SG Road Fund	24,650.15	24,650.15
Net Income	29,407.31	34,800.60
Total Equity	442,052.50	447,465.29
TOTAL LIABILITIES & EQUITY	**457,321.69**	**460,898.42**

Glastonbury Landowners Association
Profit & Loss
January through February 2016

	Jan - Feb 16	
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.16 · Land Assessments 2016	20,737.50	
Total 110 · Land Assessments		20,737.50
120 · Dwelling Assessments		
120.16 · Dwelling Assessments 2016	15,067.50	
Total 120 · Dwelling Assessments		15,067.50
150 · Golden Age Village Income		2,572.50
170 · Finance Ch Income- Past Due Ass		9.03
171 · 5% Penalty Income		995.85
Total 100 · Parcel Assessment Fees		39,382.38
200 · Project Review Fees		
201 · Application Fees		50.00
210 · Structure Imp. & Proc.Fees		465.00
215 · Well/Septic Imp. & Proc. Fees		150.00
220 · Road/Driveway Imp. & Proc. Fees		75.00
250 · Mileage Impact Fees		45.00
Total 200 · Project Review Fees		785.00
400 · Other Gen Fund Income		
450 · Donation Income		80.00
Total 400 · Other Gen Fund Income		80.00
Total Income		40,247.38
Gross Profit		40,247.38
Expense		
1000 · Snow Removal		
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	1,037.50	
1016b · Wages Paid Sanding	137.50	
1016c · Wages Paid Sand Loading	100.00	
Total 1016 · Wages Paid Snow	1,275.00	
1019 · Workers' Compensation Insura...	347.50	
1015 · Payroll Costs - Other	0.00	
Total 1015 · Payroll Costs		1,622.50
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	807.00	
1024 · Truck Maintenance	689.99	
1025 · Fuel	189.35	
1026 · Wages Truck Maintenance	210.00	
Total 1020 · Equipment Costs		1,896.34
Total 1000 · Snow Removal		3,518.84
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		48.40
Total 1200 · Parkland/Recreation Center		48.40
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	47.71	
1310b · Litigation Initiated	87.50	
Total 1310 · Legal Costs		135.21
Total 1300 · Litigation		135.21

Glastonbury Landowners Association
Profit & Loss
January through February 2016

	Jan - Feb 16	
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees		2,365.79
2010 · Administrative Expense		
2010b · Administrative Costs-Wages ...	1,979.25	
2010c · Mileage Reimbursement	7.29	
Total 2010 · Administrative Expense		1,986.54
2011 · Project Review Wages		91.00
2017 · Legal Fees-General Advice		691.25
2019 · Lien Filing Costs		2.20
2023 · Payroll Taxes All		340.96
2050 · Office Supplies		
2050a · Admin Office Supplies	75.98	
Total 2050 · Office Supplies		75.98
2052 · Postage & Shipping		808.04
2055 · Printing & Copies		427.83
2060 · Rent - Facilities		175.00
2062 · Rent - PO Box & Safe Dep Box		68.00
2066 · Software Costs		
2066a · Drop Box	19.98	
2066 · Software Costs - Other	19.98	
Total 2066 · Software Costs		39.96
2080 · Telephone & Messaging		73.28
2095 · Internet		19.05
Total 2000 · Overhead/Admin Costs		7,164.88
Total Expense		10,867.33
Net Ordinary Income		29,380.05
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank		27.26
Total Other Income		27.26
Other Expense		
Ask My Accountant		0.00
Total Other Expense		0.00
Net Other Income		27.26
Net Income		**29,407.31**

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash BOD
January through February 2016

	Jan - Feb 16	Budget	% of Budget	Annual Budget
Ordinary Income/Expense				
Income				
100 · Parcel Assessment Fees				
110 · Land Assessments				
110.12 · Land Assessments 2012	249.52			
110.13 · Land Assessments 2013	170.98			
110.14 · Land Assessments 2014	573.00			
110.15 · Land Assessments 2015	1,798.91			
110.16 · Land Assessments 2016	14,295.25	71,314.00	20.05%	71,314.00
Total 110 · Land Assessments	17,087.66	71,314.00	23.96%	71,314.00
120 · Dwelling Assessments				
120.12 · Dwelling Assessments 2012	198.22			
120.13 · Dwelling Assessments 2013	153.87			
120.14 · Dwelling Assessments 2014	382.00			
120.15 · Dwelling Assessments 2015	1,243.69			
120.16 · Dwelling Assessments 2016	10,689.84	52,412.00	20.4%	52,412.00
Total 120 · Dwelling Assessments	12,667.62	52,412.00	24.17%	52,412.00
150 · Golden Age Village Income	2,572.50	10,290.00	25.0%	10,290.00
170 · Finance Ch Income- Past Due Ass	1,137.78			
171 · 5% Penalty Income	166.75			
180 · 2009 Chip Seal Assessment	54.33			
Total 100 · Parcel Assessment Fees	33,686.64	134,016.00	25.14%	134,016.00
200 · Project Review Fees				
201 · Application Fees	50.00			
210 · Structure Imp. & Proc.Fees	465.00			
215 · Well/Septic Imp. & Proc. Fees	150.00			
220 · Road/Driveway Imp. & Proc. Fees	75.00			
250 · Mileage Impact Fees	45.00			
Total 200 · Project Review Fees	785.00			
300 · From Unallocated Savings	0.00	7,910.00	0.0%	7,910.00
400 · Other Gen Fund Income				
401 · Lien Fees Paid	55.83			
440 · Miscellaneous Income	210.00			
450 · Donation Income	80.00			
Total 400 · Other Gen Fund Income	345.83			
Total Income	34,817.47	141,926.00	24.53%	141,926.00
Gross Profit	34,817.47	141,926.00	24.53%	141,926.00

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash BOD
January through February 2016

	Jan - Feb 16	Budget	% of Budget	Annual Budget
Expense				
1000 · Snow Removal				
1010 · Contracted Snow Removal	0.00	2,000.00	0.0%	2,000.00
1011 · Equipment Rental	250.00	2,600.00	9.62%	2,600.00
1012 · Snow Fences	0.00	200.00	0.0%	200.00
1013 · Sand	0.00	600.00	0.0%	600.00
1015 · Payroll Costs				
1016 · Wages Paid Snow				
1016a · Wages Paid Plowing	1,037.50			
1016b · Wages Paid Sanding	137.50			
1016c · Wages Paid Sand Loading	100.00			
1016d · Wages Paid Snow Fence	0.00	1,000.00	0.0%	1,000.00
1016 · Wages Paid Snow - Other	0.00	8,500.00	0.0%	8,500.00
Total 1016 · Wages Paid Snow	1,275.00	9,500.00	13.42%	9,500.00
1019 · Workers' Compensation Insurar	568.71			
1015 · Payroll Costs - Other	0.00			
Total 1015 · Payroll Costs	1,843.71	9,500.00	19.41%	9,500.00
1020 · Equipment Costs				
1021 · Truck Registration & Insurance	807.00	698.00	115.62%	698.00
1024 · Truck Maintenance	689.99	3,500.00	19.71%	3,500.00
1025 · Fuel	189.35	2,500.00	7.57%	2,500.00
1026 · Wages Truck Maintenance	210.00	1,000.00	21.0%	1,000.00
Total 1020 · Equipment Costs	1,896.34	7,698.00	24.63%	7,698.00
Total 1000 · Snow Removal	3,990.05	22,598.00	17.66%	22,598.00
1030 · Road Maintenance				
1031 · Weed Control	0.00	2,500.00	0.0%	2,500.00
1032 · Roadside Mowing	0.00	1,300.00	0.0%	1,300.00
1035-A · Grading & Gravel NG	0.00	20,250.00	0.0%	20,250.00
1035-B · Paved Road Costs NG	0.00	11,000.00	0.0%	11,000.00
1036 · Grading & Gravel SG	0.00	31,250.00	0.0%	31,250.00
1045 · Signs, Posts, Etc	0.00	700.00	0.0%	700.00
1046 · Insurance - Roads/Common Land	0.00	5,498.00	0.0%	5,498.00
Total 1030 · Road Maintenance	0.00	72,498.00	0.0%	72,498.00
1200 · Parkland/Recreation Center				
1210 · Utilities for Rec Center	48.23	550.00	8.77%	550.00
1220 · Sprinkler Maintenance	0.00	150.00	0.0%	150.00
1230 · Lawn Mowing/Gas	0.00	250.00	0.0%	250.00
1240 · Mower Maintenance	0.00	100.00	0.0%	100.00

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash BOD
January through February 2016

	Jan - Feb 16	Budget	% of Budget	Annual Budget
1250 · Building Maintenance	0.00	800.00	0.0%	800.00
Total 1200 · Parkland/Recreation Center	48.23	1,850.00	2.61%	1,850.00
1300 · Litigation				
1310 · Legal Costs				
1310a · Litigation Incurred	47.71	1,400.00	3.41%	1,400.00
1310b · Litigation Initiated	87.50	3,000.00	2.92%	3,000.00
Total 1310 · Legal Costs	135.21	4,400.00	3.07%	4,400.00
1312 · Document Production-Wages Paid	0.00	1,700.00	0.0%	1,700.00
Total 1300 · Litigation	135.21	6,100.00	2.22%	6,100.00
2000 · Overhead/Admin Costs				
2005 · Accountant's Fees	134.92	7,200.00	1.87%	7,200.00
2010 · Administrative Expense				
2010b · Administrative Costs-Wages P	1,979.25			
2010c · Mileage Reimbursement	7.29			
2010 · Administrative Expense - Other	0.00	14,000.00	0.0%	14,000.00
Total 2010 · Administrative Expense	1,986.54	14,000.00	14.19%	14,000.00
2011 · Project Review Wages	91.00			
2016 · Insurance	0.00	1,100.00	0.0%	1,100.00
2017 · Legal Fees-General Advice	691.25	5,000.00	13.83%	5,000.00
2018 · Licenses & Annual Reporting	0.00	100.00	0.0%	100.00
2019 · Lien Filing Costs	2.20	1,900.00	0.12%	1,900.00
2023 · Payroll Taxes All	340.96			
2050 · Office Supplies				
2050a · Admin Office Supplies	75.98			
2050 · Office Supplies - Other	0.00	800.00	0.0%	800.00
Total 2050 · Office Supplies	75.98	800.00	9.5%	800.00
2052 · Postage & Shipping	808.04	2,000.00	40.4%	2,000.00
2055 · Printing & Copies	427.83	1,500.00	28.52%	1,500.00
2060 · Rent - Facilities	175.00	2,000.00	8.75%	2,000.00
2062 · Rent - PO Box & Safe Dep Box	68.00	160.00	42.5%	160.00
2066 · Software Costs				
2066a · Drop Box	19.98			
2066 · Software Costs - Other	19.98	650.00	3.07%	650.00
Total 2066 · Software Costs	39.96	650.00	6.15%	650.00
2070 · Taxes - Property	259.36	520.00	49.88%	520.00
2080 · Telephone & Messaging	73.28	1,080.00	6.79%	1,080.00
2090 · Website Costs	0.00	720.00	0.0%	720.00
2095 · Internet	19.05			

Glastonbury Landowners Association
Profit & Loss Budget Performance Cash BOD
January through February 2016

	Jan - Feb 16	Budget	% of Budget	Annual Budget
2096 · Annual Mtg Refreshments	0.00	300.00	0.0%	300.00
Total 2000 · Overhead/Admin Costs	5,193.37	39,030.00	13.31%	39,030.00
Total Expense	9,366.86	142,076.00	6.59%	142,076.00
Net Ordinary Income	25,450.61	-150.00	-16,967.07%	-150.00
Other Income/Expense				
Other Income				
5000 · Interest Income - Bank	27.26	150.00	18.17%	150.00
Total Other Income	27.26	150.00	18.17%	150.00
Other Expense				
Ask My Accountant	0.00			
Total Other Expense	0.00			
Net Other Income	27.26	150.00	18.17%	150.00
Net Income	**25,477.87**	**0.00**	**100.0%**	**0.00**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes- *FINAL*

April 11, 2016

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1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence (7:00 p.m.)**
   The meeting was called to order by Charlotte Mizzi at 7:07 p.m.
   Chad Stone repeatedly interrupted the prayer. Charlotte called the sheriff and then asked for a vote regarding whether to continue the meeting. Vote: 5 to continue, 3 not – Rudy, Gerald, Ed, and 1 abstention – Mark.

   PRESENT: Charlotte Mizzi (President), Dennis Riley (Vice President), Charlene Murphy (Secretary), Rudy Parker (Treasurer), Ed Dobrowski, Gerald Dubiel, Richard Johnson, Dan Kehoe, Mark Seaver (via phone).
   Absent: Newman Brozovsky, Kevin Newby, Paul Ranttalo
   Also attending: Michele Strykert (Administrative Assistant) and Karleen McSherry (Trainer).
   Landowners: Charles & Miriam Barker, Tim Brockett, Ken & Debbie DeGraaf, Claudette Dirkers, Edwin Johnson, Leo & Dorothy Keeler, Pat Knock, Donna Lash-Andersen, Jeff and Jerry Ladewig, Michael and Sheila Laverty, George Makris, Tim Murphy, Frances & Vernon Nye, Clare Parker, Pedro Pinardo (arrived 8:50), Kathleen Rakela, Wendy Riley, Janet Sharpless, Chad Stone, Joe Trosclair, Linda Ulrich, Chris & Ia Williams, Regina Wunsch.

2. **Set Agenda**
   Charlene asked to add 5.2.3 Change Meeting Date to the agenda and to handle Rakela's project review application earlier than scheduled due to previous disruptions. The board agreed to handle the application before the president's report. Karleen asked that errors in item numbering be changed from 6.5.1 and 6.5.2 to 6.1 and 6.2.

   Charlotte commented that someone took her picture upon leaving to call the sheriff, and that they do not have permission to print or post any pictures of her. Dorothy Keeler said it was evidence and continued taking pictures during the meeting.

3. **Visiting Landowner Input Period**
   Clare Parker requested information regarding the status of additional dwelling assessments, saying she had received different answers to her questions from different board members; Sheila Laverty said she had enjoyed the listening meeting the previous Saturday and would like to hear board members' opinions as they engage in true discussion; Joe Trosclair, recent owner of parcel 49, was opposed to Rakela's driveway that runs through his property because of questions regarding the legality of her easement purchase, and would prefer a complete neighborhood review be conducted regarding the drainage issue; Chad Stone had previously submitted a request for records and hadn't yet received a response, he requested that his property be removed from the GLA because he didn't want to come to board meetings "to be lied to," because he believed there was a shadow board running things, and the board's decisions infringed on his piece of the world, and that his attorney Kendra Anderson with Swandal PLCC would be sending a letter regarding his request, which would state that he would be willing to pay a prorated portion of the assessments; Leo Keeler expressed concern regarding the board's desire to approve a reduced debt negotiation procedure that he outlined in a document handed out by Dorothy, and he asked to be given an opportunity to comment during Rakela's Project Review; Jerry Ladewig read a letter she had written and given to board members prior to the meeting that covered three areas: 1. her belief that prayer is divisive in this community, 2. her belief that Rudy needed assistance in the collections process, and 3. landowners should be given space in the newsletter. Chris Williams discussed the reasons for his letter to separate from the GLA saying he didn't agree with the proposed governing document changes and with the idea that all who live here are part of the association. In his view, all agreements can be dissolved, like a divorce. He stated that there would be a class action suit by members who wanted to withdraw from the association.

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The sheriff arrived at 7:40. He and Charlotte spoke and he declined to intervene because it was a private meeting.

Charlotte called for a vote regarding whether to continue the meeting or adjourn and continue at a later date by phone. **Motion:** Charlene motioned and Dennis seconded to continue the meeting. Discussion involved the technicality of adjourning and continuing without a need to re-notice the meeting; the need for transparency and that is best met, in the opinion of some, by having meetings in person rather than over the phone; and the question of whether the GLA can continue in good conscience to hold meetings at St. John's when disruptions and door slamming have become the norm. **Motion carried** (6 in favor, 1 opposed – Rudy, Mark couldn't be heard). **Motion:** Ed motions and Dan seconds to abridge the agenda and end the meeting at 9:00. Discussion included the need to prioritize what would be talked about and what would be carried to another day. **Motion failed** (2 in favor). Charlene moved and Gerald seconded to continue to 10:00. **Motion carried** (6 in favor, 2 abstentions – Rudy and Ed, Mark couldn't be heard).

George Makris asked Jerry Ladewig to provide proof of her accusations regarding the board; Tim Brockett spoke about his request to have his parcel removed from membership in the GLA and how he had a lot to lose by doing so because of living six miles from a paved road, he wouldn't be able to vote or run for the board, wouldn't be able to fulfill his desire to reduce or eliminate the church culture on the board, couldn't run for Treasurer and have access to board documents, and wouldn't be able to remove the board confidentiality agreement, which he would not sign, as he had hoped but he no longer wanted to be legally connected to the GLA corporation and under its legal jurisdiction, that he would be willing to pay assessments for road maintenance (he stated he had already donated $20,000 to the association for roads) and would agree to abide by the covenants and attach that agreement to the land so any future buyers of his property would be bound by it, Tim also noted that although he had put money aside for a lawsuit, he didn't want landowner money to be spent on court costs and asked the board to accept his request; Ken DeGraaf, who, along with his wife, Debbie, had also submitted a letter of request to separate, said that he agreed with Chris Williams and Tim and that they had spoken for him; Pat Knock gave Charlotte her letter requesting to separate from the GLA.

Charlotte called for an end to the Landowner comment period and Michael Laverty asked if the board was going to deny him his right to speak. Dan reminded him that the public part of the meeting had lasted an hour and it was necessary to move on to the board meeting. Mr. Laverty strenuously objected and Charlotte asked him to leave if he wasn't prepared to respect the board.

4. Approve Meeting Minutes – March 14, 2016 Tabled to e-mail vote.

5. Officer and Committee Reports

5.1 President's Report – CM

5.1.1 Update on written attorney information

Dan reported that Alanah would write up FAQ that the board would post on the website; he reiterated that the board had the right to negotiate and mediate in good faith; that if they could sue, then could settle on collections; and he stated that the lawsuit information on the home page would be replaced with the FAQ; and that the newsletter would contain a paragraph to announce: "To get more info, go to the website."

5.1.2 Appoint a Sergeant at Arms

It was determined that it was too late in the process to appoint a Sergeant at Arms.

5.1.3 Discuss letters from Williams, Brockett and DeGraaf

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Motion: Dan motioned and Ed seconded to not allow present and near future withdrawals of landowner parcels from the GLA because maintaining roads, the GLA Project Review process and enforcing the covenants help maintain property values for the entire community. After a period of discussion, Ed withdrew his second and Charlene seconded the motion. **Motion carried** (6 in favor and 3 abstentions – Rudy, Ed and Richard). Discussion included Dennis' agreement with some of the issues brought up by the landowners – specifically regarding the perceived unfair and inequitable use of funds of the corporation to maintain the roads – but his belief that as a board member he could not vote to allow people to separate; the question of whether the landowners have a right to this request and that the governing docs provide a back door in case there would be a need to separate land for some reason, such as if all landowners on Aquila Lane (accessed from Dry Creek Road which belongs to the county) wanted to be released from the GLA, which could then release road responsibility for the entire group; the question of whether the board could actually vote on and debate this issue; that there have been such requests in the past that the board debated and denied; the concern that even though these landowners say they would abide by the covenants, at some point they might sell and the person buying the property could want to build apartments, which would increase the population density and lower property values. Claudette Dirkers mentioned that the church owned 176 acres of land that were not part of the GLA and therefore not under the covenants and she questioned why the church should that be exempt but the rest don't have that right; and the response that the landowners bought the land with covenants and the church property is out of the GLA's jurisdiction. Ia Williams said that when they moved here they knew there was an association but had no idea the association was "run by the church," as a non-church member, she expressed the desire to choose her own religion and be involved in the GLA, which she believed she could not do because in her view the board did not allow non-church members to be involved with this corporation. Mark ended the discussion by suggesting that there is value in maintaining the entire community so the board has enough clout to discuss with the church their land in North. After the board vote Debbie DeGraaf expressed frustration that the board was choosing to ignore the covenants and just say no. Charlotte suggested the vote to keep Glastonbury whole was a move to uphold the covenants.

5.2 Secretary's Report – CRM

5.2.1 Liens and Lien Releases

Charlene reported that the Finance Committee was reworking the calculations so 13 liens could be placed and that the administrative assistant would do the paperwork and Dennis would file the liens with the county.

5.2.2 Spring Newsletter

Charlene reported that the spring newsletter would be used as official notice of the next Board Listens meeting, that it would include a section regarding the proposed governing docs changes, and a recap of the board listens meeting. The Collections Procedure to be voted on later in the meeting would be ready to go out with it.

5.2.3 Board meeting to 16th from 9th

The board agreed to change the next meeting from May 9th to May 16th. Mark was planning to be here in person for that meeting as well as at the June 13th meeting.

5.3 Treasurer's Reports – RP

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5.3.1 Balance Sheet, Budget Variance, Check & Deposit

Rudy reported that Micah, the one we work with at the accounting firm in Livingston, had a family emergency that took him out of town so he couldn't process checks or update reports creating a bit of a backlog. Therefore, there would be no treasurer's report that evening. It was hoped that Micah would be back the next week, would do the reports and send then to board. Dennis asked if they had a back up plan if one person in their office is out? Rudy agreed to work with them on it. Rudy assured the board that the April statements would go out the following weekend and that anyone who had not paid 1st quarter dues would be assessed a finance charge.

5.3.2 Update on April 8th meeting with accountant

Rudy announced that the Friday, April 8th meeting with the accountant had been cancelled and rescheduled for 22nd.

5.4 Finance Committee Report – RP/DK

5.4.1 Review updated Collection Procedure

Motion: Rudy motioned and Dennis seconded to approve the updated draft to go out to landowners for the 30-day comment period. **Motion carried unanimously.**

5.4.2 Long-term delinquent accounts, over two years

The Finance Committee was working on bringing past due accounts up to date in order to prepare correct interest on statements. The issue of "amnesty offers" was tabled. Ed requested getting landowner input on it. Dan suggested the board ask the attorney about changing the interest rate.

Rudy asked the board to vote on an interim interest rate. **Motion:** Dan motioned and Rudy seconded that for the interim period from that point until the governing document changes vote and pending the approval of the GLA attorney, the board set a rate of 12% simple interest on delinquent accounts and not charge the 5% penalty. **Motion carried unanimously.** Discussion included the question of why the 5% penalty should be waived and the answer that Montana courts do not support a percentage penalty but do allow for a $50 lien fee levy. Dan amended his motion and Rudy seconded to include the $50 lien fee charge and eliminate the 5% penalty.

5.4.3 Review Collection Letter - TABLED

5.5 Project Review Committee – GD/KN

5.5.1 SG 51 Rakela Driveway Project Review Application

Gerald reported that he had not visited the correct property on Leo Drive that has a driveway easement through lot 49 to reach lot 51. Leo Keeler had visited the parcel in question and reported concerns regarding drainage and steepness. There were some questions regarding whether the subdivision had been recorded with the county and the legal status of the purchased easement from the former owner. Joe Trosclair, the new owner of parcel 49, objected to the project. Because there were too many unanswered questions, the project was referred back to committee. The committee set a date for their next meeting – April 18th, 7:00 at Liberty Hall in the kitchen.

5.6 Communications and Technology Committee Report – DR/MS/DK

5.6.1 Review website placement of lawsuit information

Dennis suggested the lawsuit information on the website be moved to the member area dropdown.

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5.6.2 Report on April 2nd Special Meeting of Members – the Board Listens
Dennis reported that his wife, Wendy, had finished collating notes from the easels, and would give them to Charlene to make into minutes, and then send out to the e-mail ~~the~~ list. Four items floated to the top of the list – assessments, trust and transparency, roads and governing docs issues.

5.6.3 Discuss a path forward to address issues identified at the April 2nd meeting
Dennis recommended the board assign a task force for each of the four topics. Discussion included the suggestion for temporary committees for each of those areas that might be composed of members of the current committees but not the chairs, the need to get landowners to serve on these committees, the issue of committees having strict guidelines for reporting and the need to name these groups task forces or focus groups; the idea that these groups could be independent and report to the next listeners meeting. There was concern expressed by the board regarding participating in these groups, which was viewed as an extra burden on people already stretched thin; that it isn't the board's problem that a small vocal group doesn't trust them because the majority do as shown by the fact that the members re-elect them; that the anonymous input was more vitriolic than the signed input; that a number of the comments included unsubstantiated allegations; and that landowners are free to meet in these focus groups; the suggestion that the board members be notified and would be free to attend or not as they preferred. Dennis said that some people think anything they say is disregarded and is not brought to board meetings, that board members listen but don't do anything with the input. Charlene clarified that the past due collections issue came from landowner input; governing docs changes were initiated by landowners, the idea that it's not that the board doesn't do anything but that it just takes time to accomplish. Dennis said he believed everyone on the board voted according to what they thought was best for the community; and even though it may be a small group of people making noise, if they are ignored it could swell. Dan said that the board listens to everybody but they can't let the tail wag the dog. Mark expressed the belief that the job of a board member was to look out for the majority not necessarily the loudest. Dennis agreed to organize the focus groups on the four topics.

5.6.4 Schedule another Board Listens meeting on June 18
Charlene noted that Mark could attend the next listeners meeting if it were scheduled for June 11th rather than the 18th. **Motion:** Dennis motioned and Dan seconded to schedule a meeting for the 11th of June pending Emigrant Hall being available. **Motion carried unanimously.** Discussion included Wendy Riley's comment that another meeting would only be valuable if the board was committed to doing something about what was brought up; something she was not sensing enthusiasm about it. Charlotte expressed desire for more people to participate in these meetings because they are good for the community; Dennis suggested that during the summer more part-time people might be here and would participate; Dan said it's a great format and could be helpful but what undermines it are the anonymous attacks; Rudy and Dennis agreed that the focus groups could come up with suggestions for resolving issues and the next meeting could be a working session.

5.6.5 Letter to Church Universal & Triumphant

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Dan reported that the board held concern over the years regarding non-GLA church properties and that this board was surprised by the Lindorfer property sale the previous month. As a result, a letter had been drafted to the church asking about the church's intentions for the remaining properties. Dan read the proposed letter and several suggestions were offered to strengthen the wording and add a timeframe for requested response. There was general agreement among the board members for Charlotte to sign the edited version and send it out.

5.7. Road and Weed Mgmt Committee Report – PR/DR/ED

5.7.1 Discuss date for next committee meeting

Ed announced that the next committee meeting be Monday, April 25th at Liberty Hall in kitchen at 7:00 (Dennis out of the country through Saturday the 30th); the guardrail on Hercules was sagging as Regina said; that he had contacted Engineer MR Evan of Bridger Engineering who would charge $1,500 to come out to assess the roads. Paul reported contacting the road-grading contractor.

5.7.2 Add Richard Johnson to Road Committee

Motion: Rudy motioned and Gerald seconded to add Richard Johnson to the Road & Weed Committee. **Motion carried unanimously.**

5.8 Governing Documents Committee – DK

5.8.1 Potential edits to GovDocs

5.8.1.1 Covenants Sec 3 item: Spend $20 to secure the "Community of Glastonbury" dba?

Motion: Dan motioned and Charlene seconded to secure the DBA "Community of Glastonbury." **Motion carried unanimously.**

5.8.1.2 Covenants Sec 6, drop the buildings under 200 square feet exclusion

Dan clarified that the board would need to send this out for 30-day landowner review. **Motion:** Dan motioned and Dennis seconded to drop the exclusion of buildings under 200 sq. ft. in Section 6 of the Covenants. **Motion carried unanimously.**

5.8.1.3 Covenants Sec 11.06 change the interest rate to:

Dan advised that the board needed to choose among the worded passages below:

5.8.1.3.1 Wording of "the highest interest rate the law will allow."

Claudette Dirkers commented that the wording should be changed to say MT law; Dan explained that the passage refers to the state the corporation is in.

5.8.1.3.2 Wording of "up to the highest interest rate the law will allow."

5.8.1.3.3. Wording of "___% less than the highest interest rate the law will allow."

5.8.1.3.4 Wording of "15% or the highest interest rate the law will allow."

5.8.1.3.5. Wording of "12% or the highest interest rate the law will allow."

Motion: Rudy motioned and Dan seconded to accept this wording of "12% or the highest interest rate the law will allow." Discussion included the idea of going as high as 15%; that 15% might be seen as too high; that 12% was recommended by the attorney. **Motion carried unanimously.**

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5.8.1.4 Covenant Sec.12.01 change "reasonable hardship" to "unreasonable hardship."
Dan explained that this wording was a mistake when it was originally written. **Motion:** Dan motioned and Charlene seconded to change the wording "reasonable hardship" in Covenant Section 12.01 to "unreasonable hardship. **Motion carried** (8 in favor and 1 abstention – Ed).

5.8.1.5 Bylaws Articles 5 & 6 changes - Change the numbering of agenda items to bullets
Motion: Dan motioned and Rudy seconded to use bullets in the numbering of agenda items in the Bylaws Articles 5 & 6. **Motion carried unanimously.**

5.8.2 Make edits to Gov Doc changes for sending out to members, then set dates for meeting to capture the "Pro & Con" side of the proposed changes. These would then be submitted to the Board for approval for mailing before the meeting.

5.9 Community Property Committee – CM TABLED due to lack of time
5.9.1 Report on committee meeting March 29th

6. UNFINISHED BUSINESS – TABLED due to lack of time
6.1 Complaint SG39-E Kletter
6.2 Complaint SG33-C Pinardo

7. NEW BUSINESS

8. Comment Period for Visiting Landowners
Regina Wunsch commented that the quarterly statements are reminders for people to pay and were due to go out April 1st but didn't; Rudy reiterated that he didn't get the files because of the accountant's family emergency so they were delayed; she also stated that Dan had promised her a letter from Alanah regarding the constraints of what non-profit boards can and cannot do and Charlene replied that that information would be included in the newsletter and on the website under FAQ; Michael Laverty asserted that according to parliamentary procedure, the chair of the meeting does not vote yet Charlotte does; Dan explained that because the O'Connell's had sued on this point (that NG & SG are to have equal say and therefore equal votes) normal procedure was superceded by the court order for the president to vote; Mr. Laverty also asked about how much of the past due amount from the last month had been collected; Tim Brockett pointed out an apparent typo in the covenants regarding parcel 28, which is not listed, and Parcel 23, which is listed and the possibility that the church or whoever owned the Teaching Center would owe back assessments to 1997 and that someone who had been paying didn't need to be and would be due a refund; Rudy clarified that some parcels were not under the covenants, and that the TC had made voluntary payments of land assessments; Charlene suggested the board needed to research the issue.

9. Adjournment
Charlotte adjourned the meeting at 10:11 p.m.

10. Next Board Meeting: May 16, 2016, 7:00 pm via phone conference call.

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[GLA Board List] August 10 Board Meeting Minutes - Ready for Motion andVote

Alyssa Allen 8/16/15

to GLA-BoardMembe.

Hi All,

There were no edits, so the minutes are now ready for motion, 2nd, and voting.

Thanks!

K Newby 8/17/15

to board

I motion to approve. Kevin

Robert Branson 8/17/15

to GLABoardmembers

i second the motion to approve, and vote to approve. Robert B

Pouwel Gelderloos 8/17/15

to board

I approve

Charlotte Haley Mizzi 8/17/15

to board

I approve the minutes. Charlotte

Robert Wallace 8/17/15

to board

I approve the minutes,
Robert W.

Dan Kehoe 8/17/15

to board

I approve. Daniel

Paul Ranttalo 8/17/15

to board

I approve Paul

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

May 16, 2016

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Charlotte M. at 7:22 p.m. at Charlotte's house for board members and via phone conference for landowners.

   An attempt was made to use a multidirectional phone so landowners could hear what was being said around the table but it failed. A smart phone was passed around so board members could be heard. At around 10:17, someone inadvertently pushed the mute button and landowners could not hear what was being said until the problem was discovered and corrected.

   PRESENT: Charlotte M. (President), Dennis R. (Vice President), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B., Ed D., Gerald D., Richard J. (via phone), Dan K., Kevin N., Paul R. Mark S.
   Also attending: Karleen M. (Administrative Assistant)
   Landowners: Miriam B., Debbie B., Leo & Dorothy K., Jerry L., Sally M., Val O., Kathleen R., Andrea S., Joe T., Chris & Ia W., Regina W.

2. **Set Agenda**
   Charlene asked that the typo on #5 Approve Meeting Minutes be corrected to April 16, 2016. Ed asked to add the topic of assessing businesses in Glastonbury 4.6.6; Kevin asked to address Buchanan's project 4.5.4.

3. **Visiting Landowner Input Period**
   Jerry L. asked for the next Governing Documents meeting to be run by landowners with board members sitting in; Leo K. said he had received an e-mail from Dan saying that at the next Gov Docs meeting he was planning to present to the landowners only the amount of money to be expected at the 12% interest rate without comparison to how much could have been collected at 15% and 18%, and his recommendation to present those comparisons; Leo reiterated his request for the minutes of the meeting that he presumed occurred to change the current meeting from St. John's to phone; Ia W. asked about which board members signed the petition to restore prayer to board meetings and Charlene answered that Charlotte was the only one who had; a couple of landowners commented about having meetings by phone and the persistent difficulty in hearing; Val O. stated that there was a petition circulating for landowners to sign to remove the board's discretionary powers, such as this situation in which she believed the board had abused their power in voting to take away the basic right of landowners to attend board meetings in person; Jerry L. expressed the desire for the abolishment of the entire board and for NG & SG to be separated; Ia W. was concerned about the legality of the board having what she considered a private meeting at Charlotte's house and Charlotte's response that they had run it by the attorney who said it was legal; Dorothy K. said it was hard to hear and threatened consequences for what she considered the excluding and muzzling of members.

4. **Officer and Committee Reports**
   4.1 President's Report – CM
   4.1.1 Report on Administrative Assistant
   Charlotte reported that Michele S. had resigned and the board would post the position again with the Job Service in Livingston. In the meantime, Karleen had agreed to fill in until the next person was hired.
   4.1.2 Report on NG Ombudsman
   Charlotte announced that Linda U. had resigned as the North Glastonbury Ombudsman. Her replacement would need to be elected by NG landowners at a special meeting.

   4.2 Secretary's Report – CRM
   4.2.1 Spring Newsletter

Charlene reported that the mailing date for the spring newsletter would be May 25th and there would be a mailing party at Charlotte's house on that day to collate the materials and stuff envelopes. The Ombudsman position would be announced in the newsletter along with the call for candidates and the special meeting of NG landowners to vote on the replacement on August 6th at Emigrant Hall.

4.2.2 Confidential committee minutes posted on a public website

Charlene reported that she had become aware that the Road Committee's confidential committee meeting minutes had been posted on Tim B.'s website. These minutes are for landowner members only and are sent to those who have requested to receive them. Charlene expressed concern that these minutes were on a website that had slanted material and she didn't want to appear to validate the site by these minutes being on there. Charlene asked the board whether a letter should be written asking Tim to remove the minutes from his site. Discussion included the idea that even the FBI needs a court order to get this type of information; that a letter would only work if backed up by attorney consequences; the idea that perhaps confidential information could be removed and the minutes posted on the GLA website; the problem of posting on the GLA website without password protection; the suggestion that Google has more information on people than anyone else; the belief that landowners who come before the board to have their issues discussed are expecting privacy, not their business posted on a website and available to the entire worldwide web; a concern regarding names, lot numbers and addresses on project review applications being made public and the counter that this information is already available on MT Cadastral; the problem with putting people's quotes on the Internet without asking their permission and the resultant chilling effect on their willingness to speak up in ensuing meetings. **Motion:** Rudy motioned and Paul seconded to send a letter to Tim B. requesting he remove the Road Committee's confidential meeting minutes from his website. **Motion carried** (8 in favor, 3 opposed – Dennis, Mark and Kevin, 1 abstention - Ed). The question was raised about whether the letter should come from in-house or through the attorney and it was decided the Communications Committee would send the letter to the manager of the forum to remove the minutes.

4.3 Treasurer's Reports – RP

4.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details Reports – April 2016

Rudy reported that as of April 30th, there was $135,501 in general savings; 70% of land assessments and 67% of dwelling assessments had been collected; comparison of the deposit reports from April 2015 & April 2016 indicated the association had collected $20,000 more this year than during the same period last year; $9,000 of that $20,000 was in past due assessments. **Motion:** Charlene motioned and Ed seconded to accept the Treasurer's report. **Motion carried unanimously.**

4.3.2 Report on unallocated savings

Rudy estimated and the accountants concurred that $47,242 of the $135,501 in checking and savings was unallocated. Discussion included the suggestion that the annual budget should be balanced without dipping into savings; that the $7,910 shortfall in this year's budget was due to the added expense of the accountant; the recommendation that a certain portion of the annual budget be kept in savings for emergency repairs, such as replacing the engine in the snowplow; that there is a reserve cash fund for the roads; that the association needed a long-term road plan and if the extra money were to be spent now, there would be none left to fund the plan; that the GLA was behind on putting down good gravel; the concern that spending all of the extra savings now was not wise; the counter that people want to see that the organization is working on the roads; the practice at end of the year of

assigning all unallocated funds to the road committee. **Motion:** Rudy motioned and Gerald seconded to take $40,000 out of unallocated savings, moving $20,000 to each of NG & SG, for gravel. Discussion included the suggestion that North would need to be able to use these funds on both gravel roads and paved roads. **Amended motion:** Rudy amended his motion and Gerald seconded for the money to be used for general maintenance. **Motion carried** (10 in favor, 2 opposed – Mark & Newman). It was recommended that the amount spent on spring grading not exceed 70% of the budgeted funds collected.

4.3.3 Report on April 22 meeting with accountant

Rudy reported that Micah would correct the finance charges per Regina's suggestion, keeping the rate at 18% until the members vote on Covenant 11.06.

4.4 Finance Committee Report – RP

4.4.1 Panel to assist Finance Committee with Collections

Motion: Kevin motioned and Newman seconded to create a panel of board members and landowners to collect outstanding assessments. **Motion carried unanimously.** Discussion included the reminder that landowners on the panel would need to sign the Committee Confidentiality Agreement.

4.5 Project Review Committee Report – GD / KN

4.5.1 SG 51 Kathleen R. Driveway project review

Gerald received e-mails from Kathleen R. regarding this project and he suggested she file the subdivision plat. Kathleen said that she had filed the paperwork that day and it was signed off by the county but she didn't have a number. Joe T. stated that it had been agreed that before this project was put up for approval, a new engineering report regarding the new position of the road and pitch would be submitted. Without it he didn't know the effect this would have on his property, on Leo Dr. etc. Kevin explained that members of the Project Review Committee as well as William S., an engineer, had met with Kathleen and Joe at the property. The placement of the road as presented by Kathleen was in direct line of the watershed and William had recommended moving the road 12' to skirt the flow of water. Because of the curve of the road, certain portions might still take on water and William had recommended three culverts be placed to allow the water to drain properly. William had agreed to do a new survey once the subdivision had been recorded. Dan noted that Form E of Kathleen's application said only one culvert would be installed instead of three. Charlene informed Kathleen that the Project Review Committee would send a letter telling her what she needed to do to proceed.

Action Item: ***Kevin – draft letter to Kathleen R. asking for the county recording of the subdivision, a revised Form E for 3 culverts and the engineering report for the new driveway position.***

4.5.2 NG 44-A Barbara T. Residence and Garage project review

Kevin reported that Ms. T. would be using the existing well and septic, would install a heat panel on side of building and refurbish the driveway. Setbacks were met. **Motion:** Kevin motioned and Charlene seconded to approve this project with the conditions that she obtain the proper permits and reseed upon completion. **Motion carried unanimously.**

4.5.3 Proposed changes to PR instructions and requirements

Kevin presented the changes to Draft 15 of the Project Review Instructions and the board offered subsequent suggestions for edits. **Motion:** Dan motioned and Rudy seconded to approve the Project Review Instructions as amended by Kevin.

Motion carried unanimously. Charlene – version 15 needs to be finalized to send with newsletter for 30-day review.
Action Item: ***Finalize version 15 and send with newsletter for 30-day review.***

Kevin visited two properties for Final Approval. SG 26-E Garage – now two dwelling units. Kevin signed off to refund the construction bond. SG 41-D Deck. Kevin signed off to refund the construction bond.
Action Item: ***Karleen – send Rudy paperwork regarding Young and Larsen's Final Approvals for refund.***

4.5.4 SG 44-A Robert B. Shop and Guest House project

Kevin reported that Mr. B. had begun building forms to pour-concrete for two buildings without receiving DEQ permits. Barbara Woodbury, the county sanitarian, said she was having trouble getting him to identify what the septic was for. It appeared to be for two dwellings – an apartment above the shop and a guesthouse. Ed agreed to stop by Robert's property to ask him to stop construction until he had the DEQ permit. Gerald agreed to call and tell Mr. B. that according to the master plan requirements his property was just short of the acreage necessary for two dwellings. He would need to apply for a variance. Dennis suggested that Gerald write a memo to the board reporting on the conversation. There was discussion regarding the corner pins and the property line. Dan suggested that unless the GLA were to get a court order, Mr. B. didn't have to stop. Charlotte said she would e-mail the attorney to send a cease and desist letter also.
Action Item: ***Kevin – forward Craig C's (sanitarian) e-mail to the board.***
Action Item: ***Karleen – e-mail Robert B.'s preliminary approval form to Charlotte.***

4.6 Road and Weed / Mgmt Committee Report – PR / ED / DR

4.6.1 Review Road Contractors

Paul reported that the new grading contractor, Lembcke Excavating, had started spring grading, that he was working very fast and doing the ditches. His work seemed superior to previous contractors and even though he charged $15 more per hour the bill would likely be less expensive. With the receipt of his bill the Road Committee would then know how much gravel they could buy.

4.6.2 Use of unallocated savings to roads

Handled in 4.3.2.

4.6.3 Discussion of co-maintenance plan of Dry Creek Rd.

Kevin reported that the county had graded the upper part of Dry Creek Road to Hercules; that it needed a better base; that he would wait a few days to see if they were going to do more. Ed suggested that the association had savings that could be used for co-maintenance and that they should talk to county to see what they're willing to do. Kevin affirmed that the county was still planning to chip seal the paved portion of the road and Charlotte suggested letting them finish, thanking them when they do and then asking their plan. Ed suggested the board start a savings account and Charlotte asked that this be discussed in a Road Committee meeting. Rudy suggested the GLA hold a special meeting with landowners to vote on co-maintenance and it was suggested that there would be a lot of research and ground work to accomplish before such a meeting including proposals for payments and the pros and cons of assessments being raised vs. putting aside $5,000 a year.

4.6.4 Proposed snow pole markers at the end of each platted road

Charlene asked to order 30 snow poles to put at the end of platted roads in both North & South Glastonbury. The consensus was to place the order.

4.6.5 Spring grading & roadwork

Spring grading was covered in 4.6.1. Regarding weeds on the road easements, Gerald suggested the association avoid spraying and get landowners to pull or cut weeds on their easements, which usually are only 10 or 15 feet deep. Newman agreed that pulling would be more effective than spraying and so would be cutting but not everyone would be willing to do it. He suggested the association encourage people to cut the weeds but leave money in budget to spray. Discussion involved the idea that May would be the best time to spray, and that it would not be best to spray when it's going to rain.

Action Item: ***Gerald – call weed sprayer a.s.a.p. for May or early June spray date.***

4.6.6 Assessing businesses

Discussion on the possibility of assessing businesses such as SpecTec. Issues involved the question of how many who worked there live in the community; how many cars actually drive up the hill (seemed to be six because employees park at the bottom of the hill and carpool up); the idea that counting cars is too difficult so assessments were tied to dwelling units; that the governing docs mention seven employees but that is on new businesses; that the W's had donated gravel and how could the association structure a road usage fee to equate to four loads of donated gravel. TABLED

4.7 Communications & Technology Committee Report – DR / MS

4.7.1 Set next Board Listens and C&T Committee meetings

Dennis stated that the C&T Committee was in a holding pattern waiting for the spring newsletter to go out and that they would begin recruiting Focus Group members at next Board Listens meeting. He said he felt responsible for the technical difficulties experienced at that meeting because the polycom he ordered was late in arriving and due to be delivered the next day. Charlotte asked if the committee could research if there was an 800 number to use for conference calls. Mark asked people to come with ideas to the next committee meeting on May 25th at his house.

4.7.2 Update on Focus Groups

Handled in 4.7.1.

4.8 Governing Document Committee Report – DR

4.8.1 Set meeting to compile Pros & Cons of proposed gov docs changes

Dan reported that the next Governing Docs Committee meeting would be at Spec Tec Monday May 23rd at 7:00. They would begin with Covenant 11.06 to get pros and cons. Charlene suggested the collections spreadsheet be updated with what had been paid so calculations could be made for comparison of the 18, 15 and 12 percent interest rates.

4.8.2 Announce tentative meeting for community vote

Charlene reserved Emigrant Hall for July 16th but there was no confirmed date.

5. Approve Meeting Minutes – April 11, 2016

Rudy questioned whether the vote about the 12% interest rate was retroactive or from that point forward. Dan said the association would use just one rate across the board, so it was retroactive. Discussion included comparing the potential interest rates to see the money that would be lost; that the money wasn't being lost if the association couldn't legally collect it;

the reminder that the collections attorney recommended 12% so the association could go to court and foreclose on long over-due properties; the suggestion for a new procedure going forward, that if people get to 2 years behind, they get into the collection loop; and that the collection attorney would not let anyone get beyond 2-3 years without going to court.
Motion: Rudy motioned and Dan seconded to approve the April 16th meeting minutes.
Motion carried (8 in favor and 3 abstentions – Kevin, Newman and Paul).

6. UNFINISHED BUSINESS

6.1 Complaint SG 39-E Damiaan K.

Paul reported that Mr. K's septic had been approved by the county and it was a closed issue. Mr. K's assessments were in arrears and the return of the sanitation bond would be withheld until his assessments were paid.

6.2 Complaint SG 33-C Pedro P.

Complaint of Jeff and Jerry L. re: Mr. P.'s garage was resolved by the attorney who said the garage doesn't qualify as a residence. Even though the apartment in the house doesn't have a locked door there are renters. That constitutes another assessment.
Action Item: ***Rudy – Send letter to Mr. P. telling him he will be charged another assessment because of renters.***

7. Visiting Landowner Input Period

Val O. stated that the landowners couldn't hear the board at some point after 10:00 and expressed the opinion that phone meetings were an unacceptable way to punish the members**;** that the purpose of meetings was to inform members; and she threatened that the GLA would be sued if they tried to get the committee meeting minutes down from the forum website; she believed this showed the board was abusing power, Mark suggested the board send a letter to those who were on the call to apologize for the technical difficulties.

8. NEW BUSINESS

9. Closed Session

9.1 Discussion of administrative assistant employee

Motion: Charlene motioned and Gerald seconded for the association to pay the new administrative assistant and Karleen from May 1st $15/hr and that $3,769 from unallocated savings be added to the administration budget. **Motion carried unanimously** (Richard no longer on the call). **Motion:** Charlene motioned and Rudy seconded to change the job description to include six paid half-day holidays. **Motion carried unanimously.**

9.2 Discussion of attorney input on Covenant 11.06 and 12% interest rate

The board wrote a rule to enforce the intent of Covenant 11.06 within MT statutes until such time as the membership would vote to amend Covenant 11.06: The association will charge 12% simple interest or the highest rate the law will allow and no 5% penalty.
Motion: Charlene motioned and Dennis seconded to approve the above written rule.
Motion carried unanimously. The rule would be included in the newsletter for 30-day review.

Vote: Charlotte asked the board to vote on whether they preferred to hold future meetings in person or by phone. Five voted for in-person meetings (Kevin, Newman, Dennis, Gerald and Mark) and six voted for meetings by phone (Paul, Ed, Rudy Charlotte, Charlene and Dan). **The next board meeting will be by phone.**

10. Adjournment

The meeting was adjourned at 11:55 p.m.

11. Next Board Meeting: June 13, 2016 by phone conference.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

June 13, 2016 – 7:00 pm

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Charlotte M. at 7:03 p.m. at Charlotte M.'s house for board members and via phone conference for landowners.

   PRESENT: Charlotte M. (President), Dennis R. by phone (Vice President), Charlene M. by phone (Secretary), Rudy P. (Treasurer), Newman B., Ed D. by phone, Gerald D., Richard J. by phone, Dan K., Kevin N., Paul R. Mark S.
   Also attending: Karleen M. (Administrative Assistant)
   Landowners: Miriam B. (Ombudsman), Donna A., Debbie B., Catherine F., Leo K., Vernon & Frances N., Andrea S., Ia W., Regina W.

2. **Set Agenda**
   Charlene asked to add 4.2.3 Set and finalize date for upcoming road committee meeting.
   Motion: Kevin motioned and Gerald seconded to accept the agenda as amended. **Motion carried unanimously.**

3. **Visiting Landowner Input Period**
   Landowners asked questions about the status of submitted document requests, why landowners didn't receive the treasurer's reports with the agenda, about how much the new phone system cost, why landowner members of the governing documents committee didn't see the meeting minutes before they were finalized, and whether landowner committee members would be unmuted to speak during their committee's section of the meeting.

4. **Officer and Committee Reports**

   4.1 President's Report – CM

   4.1.1 Report on Administrative Assistant
   The officers interviewed Iona Y. for the position of administrative assistant. Charlotte and Charlene met with the candidate in person and Dennis and Rudy participated by phone. **Motion:** Dennis motioned and Rudy seconded to make an offer to hire Iona Y. as the administrative assistant for the association. **Motion carried unanimously.** Discussion included that her starting pay would be $15/hr.

   4.2 Secretary's Report – CRM

   4.2.1 Discuss confidential minutes on public website
   Motion: Charlene motioned to ask Alanah to weigh in on the question of posting meeting minutes on the GLA website as well as the Forum. Hearing no second she withdrew her motion. **Motion Withdrawn. Motion:** Kevin motioned and Mark seconded to post all meeting minutes on the GLA website and allow Tim to post them on his using first names and last initials. **Motion carried unanimously.** Discussion included the desire to strip the minutes down to decisions made and the possibility of posting associated discussions separately.

   4.2.2 Report on and discuss August 6 vote on NG Ombudsman
   Charlene reported that the newsletter mailings went out on 25th of May. June 25th would be the deadline for landowners to respond to the items out for 30-day notice. There would be a vote in Emigrant Hall on August 6 to elect a NG Ombudsman and ballots would be mailed by July 6th.

   4.2.3 Setting a road committee meeting
   The next road committee meeting was scheduled for June 21st.

   4.3 Treasurer's Reports – RP

   4.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details Reports – May 2016

Motion: Rudy motioned and Gerald seconded for the board tp approve the May 2016 Treasurer's Report to be included with the meeting minutes and to remove the delinquent landowner account report as well as the check & deposit reports. **Motion carried unanimously.**

4.3.2 Report on unallocated savings
There was $14,000 in unallocated savings minus $3,800 approved during the previous meeting to fund a pay increase and training for the new administrative assistant.

4.4 Finance Committee Report – RP

4.4.1 Collection Procedure out for 30-day comment period ending June 25
Rudy thanked the landowners who had submitted comments.

4.4.2 Review edits to Confidentiality Agreement
Motion: Kevin motioned and Mark seconded to accept the new Committee Member Confidentiality Agreement of 6-1-16 with the current changes. **Motion carried unanimously.**

4.4.3 Discuss lots SG 23-A, NG 14-A and SG 28
There was general consensus that there was a typo in Exhibit B of the original Covenants that should be changed from SG 23 to 28; that NG 14A and SG 23A were originally part of CUT reserved land and never under GLA jurisdiction and had been gifted to the teaching centers; as such these properties were not under the Covenants, should not have been paying assessments and should not have voted; that SG 23A used only Dry Creek Road for access and could remain non-GLA but NG 14A was land locked and would need to be accessed by GLA roads; that the TCs could apply to become part of the GLA, continue paying assessments and be eligible to vote.
Action Item: ***Charlotte look up NGTC deed and report back to board.***
Action item: ***Dan call Stuart A. re: SGTC not being under covenants and ask if they want to be; check easement on road given recent land sale.***
Action Item: ***Karleen find .doc of Covenants, edit Exhibit B and send to Mark.***
Action Item: – ***Mark replace Covenants Exhibit B page on website with corrected version.***

4.5 Project Review Committee Report – GD / KN

4.5.1 NG 26-B-1 Victor H's Out Building project review
TABLED until the committee receives a plot map from the surveyor.

4.5.2 SG 51Kathleen R's Driveway - Update
The board was still waiting for the engineering survey for the driveway.
Action Item: ***Kevin to write Ms. R. a letter regarding her For Sale sign being in violation of Standard 5.0 and the need for the sign to come into compliance and the assessments on all her properties to be up-to-date before she would be given approval for her driveway.***
Action Item: ***Rudy to send her assessment statements for each of the subdivided properties.***

4.5.3 SG 41-C Robert B's Project – Update, review County permits
Kevin presented the timeline of Robert's project and the problems with it including the issue of Mr. B.'s comments to a board member that his state and county permits for two dwellings trump the GLA Master Plan. Despite receiving a cease and desist letter from the GLA, Mr. B. was still building. The board reached

general consensus to have the attorney draft a letter informing him that DEQ permits did not trump the GLA's governing documents.

4.5.4 Review PR Instructions, landowners to verify and clearly mark boundary lines

Action Item: ***Gerald to write language for another draft of the instructions requiring owners building new homes and out buildings to hire an independent land surveyor (someone other than the one who had done the original subdivision) to check the boundaries and mark the corners.***

Action Item: ***Mark to add list of local surveyors to the website.***

4.6 Road and Weed / Mgmt Committee Report – PR / ED / DR

4.6.1 Update on spring roadwork

The board discussed which contractor to use for grading and laying gravel in SG – Lembcke or Adkins. The consensus was that Charlene would provide the contract to be signed for the job, Ed would contact Adkins and Paul would see if Lembcke would be available after he finished NG mid next week.

4.6.2 Update of weed spraying

The board discussed the apparent benefits of using an industrial strength 15% vinegar solution and there was general consensus for Gerald to contact Ed S., our weed sprayer, to see if he could use the vinegar solution this year. Other discussion included the benefits of introducing weevils and cutting weeds followed by planting grass seed.

4.6.3 Update on plow truck research

TABLED until they have more information.

4.7 Communications & Technology Committee Report – DR / MS

4.7.1 Report on C & T committee meeting May 25 – proposed website updates

Mark reported that he had designed a new front page with a FAQ section that had nothing in it at that point; he requested ideas to populate this page; Dan put together resources page; and they would continue making changes to website over following several months.

4.7.2 Update on Focus Groups

The next Board Listens meeting would be held on the 25th of June for Focus Groups to work on their respective issues.

4.8 Governing Document Committee Report – DR

4.8.1 Review Pros & Cons of additional minor changes to proposed Gov Docs

Motion: Dan motioned and Mark seconded to accept the minor changes presented, and to incorporate the documents of these changes into the packets sent to members to vote on. **Motion carried unanimously.**

Motion: Dan motioned and Rudy seconded to include in the cover letter going out with the proposed document changes some con statements this time only because of the magnitude of what the board would be asking members to consider.
Amended motion: Dan amended his motion and Rudy seconded to change the wording "this time only" to "not setting a precedent," to now read: The board would include in the cover letter going out with the proposed document changes some con statements, not setting a precedent, because of the magnitude of what the board would be asking members to consider. **Motion carried** (9 in favor, 2 abstentions – Kevin and Richard, 1 against – Ed).

4.9 Legal Committee Report – DR

4.9.1 Noting Judge Cybulski's May 31, 2016 ruling
Dan reported that Judge Cybulski had rendered a decision in the lawsuit with the O'Connells granting the GLA's Motion for Summary Judgment, dismissing the plaintiffs' "New Amended Complaint" in its entirety with prejudice, denying all of plaintiffs' other pending motions and granting the GLA reasonable attorney fees. The GLA's counterclaim remained to be litigated.

5. Approve Meeting Minutes – May 16, 2016
Motion: Charlene motioned and Paul seconded to approve the May 16, 2016 meeting minutes with the change that all names included be written with only the first name and the first initial of the last name. Rudy asked for a correction to 4.3.2 replacing $7,000 with $7,910. **Amended motion:** Charlene amended her motion to add Rudy's correction and Paul seconded. **Motion carried unanimously.**

6. UNFINISHED BUSINESS

7. Visiting Landowner Input Period
Landowners offered input regarding the Buchanan project and the suggestion that the board should have taken a vote regarding sending a letter from the attorney, clarification regarding GLA invoice dates that are not in sync with IRS quarters, and questioned whether the new administrative assistant was solicited for the job and when she might start.

8. NEW BUSINESS

9. Closed Session
9.1 Discuss O'Connell lawsuit
The board discussed the remaining elements and timing of the O'Connell lawsuit.

10. Adjournment
The meeting was adjourned at 11:22 p.m.

11. Next Board Meeting: July 11, 2016 by phone

Glastonbury Landowners Association

June 13, 2016

Treasure's Report

1. Q1 Land Assessments Invoiced $20,737.50 Unpaid as of 5/31 $4,062.23
   Q2 Land Assessments Invoiced $20,737.50 Unpaid as of 5/31 $5,768.73
   Q1 Dwelling Assessments Invoiced $15,120.00 Unpaid as of 5/31 $2,753.59
   Q2 Dwelling Assessments Invoiced $15,120.00 Unpaid as of 5/31 $4,036.23
2. Current % rate of collection based on Q1 invoices As of May 31
   Land Assessments Collected $16,675.27 (80.41 %)
   Dwelling Assessments Collected $12,366.41 (81.78 %)
3. As of May 31st we have spend $19,499.08 (13.72%)
   As of May 31st we have collected $110,105.17 of $134,166 in projected income (82.06%)
4. Out of the ordinary income or expenses in May
   Received $1,254.71 check from Gembica/Lindstrom SG 93 A
   Paid $510 to Karleen for trainings expensed on Michelle Strykert
   Paid $664.85 to Denise Orr for various admin duties
5. As of May 31st we have collected $12,902.95 in past due assessments, which includes penalties + interest. (For 2015 total was $18,325.09)
6. As of May 31st we have collected $97,202.22 in budgeted assessments fees. Our 2016 budget shows $134,016 in assessment fee income. (72.53%)
7. Changes in Allocated Savings for May
   Digitizing Reserve Cash -$581.25
   NG Chip Seal Reserve Cash +$613.11
   NG Road Reserve Cash +$20,000
   SG Road Reserve Cash +$20,000
   Donation Cash Reserve +$1,130
8. Report Fund money spent, such as emergency road work, snow plow purchase, etc
9. Amount of allocated savings $124,915.55 (does not include Construction Bonds)
   Amount of un allocated savings $14,000

Rudy Parker | Treasurer
Office: 406.451.0033 | Cell: 406.223.4442 | Fax: 406.451.0033
PO Box 312, Emigrant, MT 59027-0312

Glastonbury Landowners Association
Balance Sheet Prev Month Comparison-BOD mtg
As of May 31, 2016

	May 31, 16	Apr 30, 16	$ Change
ASSETS			
Current Assets			
Checking/Savings			
002 · Bank of the Rockies Checking	5,734.56	4,736.69	997.87
003 · Savings Account			
004 · Savings Gen Operating Accnt	95,763.37	130,765.58	-35,002.21
010 · Construction Bond Reserve Cash	12,437.00	12,197.00	240.00
012 · Digitizing Reserve Cash	379.06	960.31	-581.25
013 · NG Chip Seal Reserve Cash	657.90	44.79	613.11
014a · NG Road Reserve Cash	35,117.44	15,117.44	20,000.00
014b · SG Road Reserve Cash	44,650.15	24,650.15	20,000.00
015 · Lawsuit Reserve Cash	30,000.00	30,000.00	0.00
016 · Snow Removal Reserve Cash	12,981.00	12,981.00	0.00
017 · Donation Cash Reserve	1,130.00	0.00	1,130.00
003 · Savings Account - Other	82.06	61.95	20.11
Total 003 · Savings Account	233,197.98	226,778.22	6,419.76
Total Checking/Savings	238,932.54	231,514.91	7,417.63
Accounts Receivable			
Accounts Receivable	257,069.30	266,886.12	-9,816.82
Total Accounts Receivable	257,069.30	266,886.12	-9,816.82
Other Current Assets			
Petty Cash	49.55	49.55	0.00
Total Other Current Assets	49.55	49.55	0.00
Total Current Assets	496,051.39	498,450.58	-2,399.19
Fixed Assets			
Furniture and Equipment	918.99	918.99	0.00
Total Fixed Assets	918.99	918.99	0.00
TOTAL ASSETS	**496,970.38**	**499,369.57**	**-2,399.19**
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Construction Bonds Held by GLA	12,437.00	12,197.00	240.00
Payroll Liabilities	492.81	969.03	-476.22
Total Other Current Liabilities	12,929.81	13,166.03	-236.22
Total Current Liabilities	12,929.81	13,166.03	-236.22
Total Liabilities	12,929.81	13,166.03	-236.22
Equity			
Digitizing Fund	379.06	960.31	-581.25
Donation Fund	1,130.00	0.00	1,130.00
Lawsuit Fund	30,000.00	30,000.00	0.00
NG Chip Seal Fund	657.90	44.79	613.11
NG Road Fund	35,117.44	15,117.44	20,000.00
Opening Balance Equity	22,222.35	22,222.35	0.00
Operating Fund Balance	266,627.53	306,627.53	-40,000.00
SG Road Fund	44,650.15	24,650.15	20,000.00
Snow Removal Fund	12,981.00	12,981.00	0.00
Net Income	70,275.14	73,599.97	-3,324.83
Total Equity	484,040.57	486,203.54	-2,162.97
TOTAL LIABILITIES & EQUITY	**496,970.38**	**499,369.57**	**-2,399.19**

Glastonbury Landowners Association
Profit & Loss
January through May 2016

		Jan - May 16
Ordinary Income/Expense		
Income		
100 · Parcel Assessment Fees		
110 · Land Assessments		
110.16 · Land Assessments 2016	41,475.00	
Total 110 · Land Assessments		41,475.00
120 · Dwelling Assessments		
120.16 · Dwelling Assessments 2016	30,240.00	
Total 120 · Dwelling Assessments		30,240.00
150 · Golden Age Village Income		5,145.00
170 · Finance Ch Income- Past Due Ass		9,332.92
171 · 5% Penalty Income		995.85
180 · 2009 Chip Seal Assessment		-613.11
190 · Discounts Given		-420.10
Total 100 · Parcel Assessment Fees		86,155.56
200 · Project Review Fees		
201 · Application Fees		125.00
210 · Structure Imp. & Proc.Fees		785.00
215 · Well/Septic Imp. & Proc. Fees		150.00
220 · Road/Driveway Imp. & Proc. Fees		75.00
250 · Mileage Impact Fees		100.00
Total 200 · Project Review Fees		1,235.00
400 · Other Gen Fund Income		
440 · Miscellaneous Income		1,565.00
450 · Donation Income		0.00
Total 400 · Other Gen Fund Income		1,565.00
Total Income		88,955.56
Gross Profit		88,955.56
Expense		
1000 · Snow Removal		
1015 · Payroll Costs		
1016 · Wages Paid Snow		
1016a · Wages Paid Plowing	1,075.00	
1016b · Wages Paid Sanding	137.50	
1016c · Wages Paid Sand Loading	100.00	
Total 1016 · Wages Paid Snow	1,312.50	
1018a · Payroll Software	3.50	
1019 · Workers' Compensation Insurance	347.50	
1015 · Payroll Costs - Other	0.00	
Total 1015 · Payroll Costs		1,663.50
1020 · Equipment Costs		
1021 · Truck Registration & Insurance	807.00	
1024 · Truck Maintenance	840.98	
1025 · Fuel	288.06	
1026 · Wages Truck Maintenance	210.00	
Total 1020 · Equipment Costs		2,146.04
Total 1000 · Snow Removal		3,809.54
1030 · Road Maintenance		
1045 · Signs, Posts, Etc		415.75
Total 1030 · Road Maintenance		415.75
1200 · Parkland/Recreation Center		
1210 · Utilities for Rec Center		119.46
Total 1200 · Parkland/Recreation Center		119.46

Glastonbury Landowners Association
Profit & Loss
January through May 2016

	Jan - May 16	
1300 · Litigation		
1310 · Legal Costs		
1310a · Litigation Incurred	47.71	
1310b · Litigation Initiated	87.50	
Total 1310 · Legal Costs		135.21
Total 1300 · Litigation		135.21
2000 · Overhead/Admin Costs		
2005 · Accountant's Fees		2,565.79
2010 · Administrative Expense		
2010a · Admistration Costs - Contracted	592.51	
2010b · Administrative Costs-Wages Paid	3,962.75	
2010c · Mileage Reimbursement	11.66	
Total 2010 · Administrative Expense		4,566.92
2011 · Project Review Wages		169.75
2017 · Legal Fees-General Advice		1,984.75
2018 · Licenses & Annual Reporting		40.00
2019 · Lien Filing Costs		99.45
2023 · Payroll Taxes All		547.59
2025 · Miscellaneous		510.00
2050 · Office Supplies		
2050a · Admin Office Supplies	744.83	
2050b · Doc Production Office Supplies	22.00	
Total 2050 · Office Supplies		766.83
2052 · Postage & Shipping		1,279.91
2055 · Printing & Copies		436.43
2060 · Rent - Facilities		450.00
2062 · Rent - PO Box & Safe Dep Box		68.00
2066 · Software Costs		
2066a · Drop Box	79.92	
2066c · Microsoft Office	29.97	
Total 2066 · Software Costs		109.89
2080 · Telephone & Messaging		193.16
2090 · Website Costs		
2092 · URL & Domain Fees	15.00	
2093 · Software Fees	394.74	
Total 2090 · Website Costs		409.74
2095 · Internet		19.05
2096 · Annual Mtg Refreshments		47.26
Total 2000 · Overhead/Admin Costs		14,264.52
Total Expense		18,744.48
Net Ordinary Income		70,211.08
Other Income/Expense		
Other Income		
5000 · Interest Income - Bank		82.06
Total Other Income		82.06
Other Expense		
Ask My Accountant		0.00
6100 · Income Taxes		18.00
Total Other Expense		18.00
Net Other Income		64.06
Net Income		**70,275.14**

Glastonbury Landowners Association
Profit Loss Budget Performance Cash
January through May 2016

	Jan - May 16	Annual Budget	Received	% of Budget	Invoiced	% of Invoiced
Ordinary Income/Expense						
Income						
100 · Parcel Assessment Fees						
110 · Land Asessm.						
110.12 · Land Asessm. 2012	999.12					
110.13 · Land Asessm. 2013	550.82					
110.14 · Land Asessm. 2014	1,200.95					
110.15 · Land Asessm. 2015	3,289.40					
110.16 · Land Asessm. 2016	32,470.81	71,314.00	53,933.17	45.53%	83,317.50	64.73%
Total 110 · Land Asessm.	38,511.10	71,314.00		54.0%		
120 · Dwel. Asessm.						
120.12 · Dwel. Asessm. 2012	215.28					
120.13 · Dwel. Asessm. 2013	172.13					
120.14 · Dwel. Asessm. 2014	627.95					
120.15 · Dwel. Asessm. 2015	1,829.04					
120.16 · Dwel. Asessm. 2016	24,180.59	52,412.00	38,124.05	46.14%	60,480.00	63.04%
Total 120 · Dwel. Asessm.	27,024.99	52,412.00		51.56%		
150 · Golden Age Village Income	5,145.00	10,290.00		50.0%		
170 · Finance Ch Income- Past Du	3,641.07					
171 · 5% Penalty Income	347.64					
180 · 2009 Chip Seal Assessment	29.55					
190 · Discounts Given	-321.20					
Total 100 · Parcel Assessment Fees	74,378.15	134,016.00		55.5%		
200 · Project Review Fees						
201 · Application Fees	125.00					
210 · Structure Imp. & Proc.Fees	785.00					
215 · Well/Septic Imp. & Proc. Fees	150.00					
220 · Road/Driveway Imp. & Proc. I	75.00					
250 · Mileage Impact Fees	100.00					
Total 200 · Project Review Fees	1,235.00					
300 · From Unallocated Savings	0.00	7,910.00		0.0%		
400 · Other Gen Fund Income						
401 · Lien Fees Paid	155.83					
440 · Miscellaneous Income	1,775.00					
450 · Donation Income	0.00					
Total 400 · Other Gen Fund Income	1,930.83					
Total Income	77,543.98	141,926.00		54.64%		
Gross Profit	77,543.98	141,926.00		54.64%		

Glastonbury Landowners Association
Profit Loss Budget Performance Cash
January through May 2016

	Jan - May 16	Annual Budget	Received	% of Budget	Invoiced	% of Invoiced
Expense						
1000 · Snow Removal						
1010 · Contracted Snow Removal	0.00	2,000.00		0.0%		
1011 · Equipment Rental	250.00	2,600.00		9.62%		
1012 · Snow Fences	0.00	200.00		0.0%		
1013 · Sand	0.00	600.00		0.0%		
1015 · Payroll Costs						
1016 · Wages Paid Snow						
1016a · Wages Paid Plow	1,075.00					
1016b · Wages Paid Sanc	137.50					
1016c · Wages Paid Sanc	100.00					
1016d · Wages Paid Snov	0.00	1,000.00		0.0%		
1016 · Wages Paid Snow	0.00	8,500.00		0.0%		
Total 1016 · Wages Paid Snow	1,312.50	9,500.00		13.82%		
1018a · Payroll Software	3.50					
1019 · Workers' Compensatio	568.71					
1015 · Payroll Costs - Other	0.00					
Total 1015 · Payroll Costs	1,884.71	9,500.00		19.84%		
1020 · Equipment Costs						
1021 · Truck Registration & In	807.00	698.00		115.62%		
1024 · Truck Maintenance	840.98	3,500.00		24.03%		
1025 · Fuel	288.06	2,500.00		11.52%		
1026 · Wages Truck Maintenai	210.00	1,000.00		21.0%		
Total 1020 · Equipment Costs	2,146.04	7,698.00		27.88%		
Total 1000 · Snow Removal	4,280.75	22,598.00		18.94%		
1030 · Road Maintenance						
1031 · Weed Control	0.00	2,500.00		0.0%		
1032 · Roadside Mowing	0.00	1,300.00		0.0%		
1035-A · Grading & Gravel NG	0.00	20,250.00		0.0%		
1035-B · Paved Road Costs NG	0.00	11,000.00		0.0%		
1036 · Grading & Gravel SG	0.00	31,250.00		0.0%		
1045 · Signs, Posts, Etc	415.75	700.00		59.39%		
1046 · Insurance - Roads/Common	0.00	5,498.00		0.0%		
Total 1030 · Road Maintenance	415.75	72,498.00		0.57%		
1200 · Parkland/Recreation Center						
1210 · Utilities for Rec Center	143.49	550.00		26.09%		
1220 · Sprinkler Maintenance	0.00	150.00		0.0%		
1230 · Lawn Mowing/Gas	0.00	250.00		0.0%		
1240 · Mower Maintenance	0.00	100.00		0.0%		
1250 · Building Maintenance	0.00	800.00		0.0%		
Total 1200 · Parkland/Recreation Center	143.49	1,850.00		7.76%		

Glastonbury Landowners Association
Profit Loss Budget Performance Cash
January through May 2016

	Jan - May 16	Annual Budget	Received	% of Budget	Invoiced	% of Invoiced
1300 · Litigation						
1310 · Legal Costs						
1310a · Litigation Incurred	47.71	1,400.00		3.41%		
1310b · Litigation Initiated	87.50	3,000.00		2.92%		
Total 1310 · Legal Costs	135.21	4,400.00		3.07%		
1312 · Document Production-Wage	0.00	1,700.00		0.0%		
Total 1300 · Litigation	135.21	6,100.00		2.22%		
2000 · Overhead/Admin Costs						
2005 · Accountant's Fees	2,565.79	7,200.00		35.64%		
2010 · Administrative Expense						
2010a · Admistration Costs - (	592.51					
2010b · Administrative Costs-	3,962.75					
2010c · Mileage Reimburseme	11.66					
2010 · Administrative Expens	0.00	14,000.00		0.0%		
Total 2010 · Administrative Expens	4,566.92	14,000.00		32.62%		
2011 · Project Review Wages	169.75					
2016 · Insurance	0.00	1,100.00		0.0%		
2017 · Legal Fees-General Advice	1,984.75	5,000.00		39.7%		
2018 · Licenses & Annual Reportin	40.00	100.00		40.0%		
2019 · Lien Filing Costs	99.45	1,900.00		5.23%		
2023 · Payroll Taxes All	547.59					
2025 · Miscellaneous	510.00					
2050 · Office Supplies						
2050a · Admin Office Supplies	744.83					
2050b · Doc Production Office	22.00					
2050 · Office Supplies - Other	0.00	800.00		0.0%		
Total 2050 · Office Supplies	766.83	800.00		95.85%		
2052 · Postage & Shipping	1,279.91	2,000.00		64.0%		
2055 · Printing & Copies	436.43	1,500.00		29.1%		
2060 · Rent - Facilities	450.00	2,000.00		22.5%		
2062 · Rent - PO Box & Safe Dep B	68.00	160.00		42.5%		
2066 · Software Costs						
2066a · Drop Box	79.92					
2066c · Microsoft Office	29.97					
2066 · Software Costs - Other	0.00	650.00		0.0%		
Total 2066 · Software Costs	109.89	650.00		16.91%		
2070 · Taxes - Property	259.36	520.00		49.88%		
2080 · Telephone & Messaging	193.16	1,080.00		17.89%		
2090 · Website Costs						
2092 · URL & Domain Fees	15.00					
2093 · Software Fees	394.74					
2090 · Website Costs - Other	0.00	720.00		0.0%		
Total 2090 · Website Costs	409.74	720.00		56.91%		

Glastonbury Landowners Association
Profit Loss Budget Performance Cash
January through May 2016

	Jan - May 16	Annual Budget	Received	% of Budget	Invoiced	% of Invoiced
2095 · Internet	19.05					
2096 · Annual Mtg Refreshments	47.26	300.00		15.75%		
Total 2000 · Overhead/Admin Costs	14,523.88	39,030.00		37.21%		
Total Expense	19,499.08	142,076.00		13.72%		
Net Ordinary Income	58,044.90	-150.00		-38,696.6%		
Other Income/Expense						
Other Income						
5000 · Interest Income - Bank	82.06	150.00		54.71%		
Total Other Income	82.06	150.00		54.71%		
Other Expense						
Ask My Accountant	0.00					
6100 · Income Taxes	18.00					
Total Other Expense	18.00					
Net Other Income	64.06	150.00		42.71%		
Net Income	**58,108.96**	**0.00**		**100.0%**		

EMAIL VOTE FOR JUNE 13, 2016 GLA BOARD MEETING MINUTES

On Wednesday, June 22, 2016, Charlene Murphy wrote:

Dear Board,

I make a motion to approve the BOD minutes of June 13, and I vote YES to approve.

Charlene

From: K Newby
Sent: Wednesday, June 22, 2016 8:03 AM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I second and vote yes to approve

From: Dennis Riley
Sent: Wednesday, June 22, 2016 8:16 AM
To: GLA Board
Subject: RE: [GLA Board List] 3-day vote for June 13 BOD minutes

I second and vote to approve.
Dennis

From: Richard Johnson
Sent: Wednesday, June 22, 2016 8:30 AM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I vote yes to approve.
Richard Johnson

From: Dan Kehoe
Sent: Wednesday, June 22, 2016 8:48 AM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I vote yes and approve.
Dan

From: gerald dubiel
Sent: Wednesday, June 22, 2016 9:13 AM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I vote yes to approve.

-----Original Message-----
From: Charlotte Mizzi
Sent: Wednesday, June 22, 2016 11:53 AM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I vote to approve.

From: Rudy Parker
Sent: Wednesday, June 22, 2016 1:24 PM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

Yes, I approve!

From: Mark Seaver
Sent: Wednesday, June 22, 2016 3:21 PM
To: GLA Board
Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I approve. Mark

From: Paul Ranttalo

Sent: Wednesday, June 22, 2016 7:04 PM

To: GLA Board

Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

I approve

From: Ed Dobrowski

Sent: Wednesday, June 22, 2016 7:55 PM

To: GLA Board

Subject: Re: [GLA Board List] 3-day vote for June 13 BOD minutes

Approve, I do

Ed

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Corrected*

July 11, 2016

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence (7:00 p.m.)**

   The meeting was called to order by Charlotte at 7:09 p.m. at Charlotte's house for board members and via phone conference for landowners.

   PRESENT: Charlotte M. (President), Dennis R. (Vice President by phone), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B. (by phone), Ed D., Richard J. (by phone), Dan K., Kevin N. (by phone), Paul R., Mark S. (by phone).
   ABSENT: Gerald D.
   Also attending: Iona Y. (Administrative Assistant), Karleen M. (Trainer).
   Landowners: Donna A., Miriam B., Debbie B., Claudette D., Catherine F., Leo & Dorothy K., Jeffery L., Michelle M., Chuck & Sally M., Vernon & Francis N., Regina W.

2. **Set Agenda**

   Charlene added 4.7.2 Vote to approve the June 25th Special Meeting Minutes; Dan added 4.8.1 Vote on Proposed Change of Master Plan from 2 Weeks to 4 Weeks Project Review Approval.

3. **Visiting Landowner Input Period**

   Landowners commented on the difficulties of phone meetings; concerns about document requests and attorney letters regarding the 11.06 rule that were either rejected or unanswered. After learning a landowner recorded a previous board meeting, Dan K. advised that per state law, non-board members must reveal if they are recording the meeting.
   Action Item: ***Dan to send e-mail re: section of state law that requires an announcement of the meeting being recorded.***

4. **Officer and Committee Reports**

   4.1 President's Report – CM

   Charlotte had nothing to report at this time

   4.2 Secretary's Report – CRM

   4.2.1 Discuss Admin Assistant position and questions from Regina W.

   Charlene responded to Regina W.'s questions and concerns about the administrative assistant position.

   4.2.2 Electronic Signatures of Board Members

   Board members' signatures were collected for the purpose of creating electronic signature files. Charlene asked for volunteers to assist with stuffing Ombudsman voting packets for the July 26 mailing and assistance with the election event on August 27.

   4.3 Treasurer's Reports – RP

   4.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details Reports – June 2016

   Rudy reported that the July 1, 2016 statements were mailed to landowners on time and that he had sent personal letters to 40 delinquent landowners. **Motion:** Rudy motioned and Paul seconded for the board to approve the June 2016 Treasurer's Report to be included with the meeting minutes. **Motion carried unanimously.**

   4.3.2 Discuss not adding $2000 carry over balance from 1997

   Motion: Rudy motioned and Dan seconded to write off the $2,000 CUT carry-over balance from 1997 as bad debt. **Amended motion:** Rudy amended his motion and Dan seconded to change the wording "bad debt" to "uncollectible debt." **Motion**

carried (10 in favor, 1 abstention- Mark). Discussion included the problem of not knowing how much was interest and how much were the assessments, and if any was compounded interest; the idea that this was not money ever owed to the GLA.

4.4 Finance Committee Report – RP

4.4.1 Collection Procedure - review comments from 30-day review period
Rudy reported that he received one feedback letter from landowner Debbie B. and advised that it be reviewed in the next finance committee meeting. TABLED.

4.4.2 Rule for 11.06 - review comments from 30-day review period
Rudy reported that he received a letter from Debbie B.'s attorney John Hess concerning the Rule for 11.06. Dan spoke to the board's attorney and it was decided that it made no sense to pursue the rule because of the timeline, rather he suggested the board put the Covenant 11.06 proposed changes out to the landowners to vote on at the August 27th Special Meeting of the Members. (See 4.8 below for the vote.)

4.4.3 Follow-up re: lots SG 23-A, NG 14-A
Tabled until next board meeting.

Charlene noted issues that had recently surfaced regarding Neil K.'s SG 18, 56 & 57 properties that through boundary adjustments had been combined into one parcel, the apparent subdivision of Parcel 57 for a land sale in January 2016, and the possibility that he needed to have at least one land assessment added for SG 57-A. There was also an issue raised with SG 57-A originally including a no-build zone that seemed to have been sold in January as part of 57-A-3.
Action Item: ***Rudy will speak with Neil K. for clarification on subdivision of the land and check Quickbooks for current assessments.***

4.5 Project Review Committee Report – GD / KN

4.5.1 NG 11-E Michele M. Shed project review
Motion: Kevin motioned and Rudy seconded to approve the NG 11-E shed project application on the conditions that she complete the application in full, pay the $40 impact fee, and verify that the required 25'setback had been met. **Motion carried** (10 in favor, 1 abstention – Paul).
Action Item: ***Paul to verify the 25' setback requirement was being met.***

4.5.2 NG 26-B-1 Victor H. Out Building Project Review
Kevin reported that the surveyor's report was missing. Further discussion was tabled until next board meeting.
Action Item: ***Kevin and Paul will talk to Victor and acquire the surveyor's report.***

4.5.3 PR Instructions - review comments from 30-day review period
Kevin reviewed the comments sent in by five landowners regarding the proposed changes to the instructions, and the board discussed each of the topics covered in the landowner remarks. **Motion:** Kevin motioned and Mark seconded to accept the proposed project review instructions as written. **Motion failed** (3 in favor – Mark, Dennis & Kevin, 6 against – Charlotte, Rudy, Charlene, Newman, Paul, and Dan, 2 abstentions – Richard and Ed). **Discussion:** Charlene clarified that the votes against the motion were not in rejection of the entire proposal, but rather because the board members were not comfortable with certain aspects.
Action Item: ***Board members to submit proposed edits to the instructions to Kevin before the following project review committee meeting.***

4.6 Road and Weed / Mgmt Committee Report – PR / ED / DR

4.6.1 Discuss weed spraying

Motion: Charlene motioned and Rudy seconded for Gerald to contact Ed Schilling to begin weed spraying as soon as possible. **Motion carried unanimously.** Discussion included the various options for controlling weeds; that because the GLA cancelled its scheduled spraying in May to investigate different, non-poisonous methods, it was too late at that point to spray because some weeds had already gone to seed; that the association has a legal obligation to engage in weed abatement every year; the idea that the committee would begin at its next meeting to discuss and decide what methods would be tried the following year.
Action Item: ***Gerald to contact Ed Schilling to begin spraying.***

4.6.2 Review Road Committee's recommendation re: plow truck

The board weighed the pros and cons of investing in a grader with a "V" plow, purchasing a new or used snowplow truck, or relying on hired contractors to plow snow with their own equipment. Costs would range from $25,000 to $50,000. Dan suggested setting up a capital asset account that would be funded by past due assessments collected. The directors also proposed forming a task force to research the various equipment purchase options and recommend the best solution to the board.

4.6.3 Update on Gravel and Grading

Paul reported cleaning three culverts for free and the need to get bids for cleaning the remaining culverts. He offered to do the work for $150. The question was raised about whether this presented a conflict of interest, the suggestion that he would just have to abstain from the vote regarding who the board would hire.
Action Item: ***Charlene to contact Walter Wunsch to get two more bids.***

Paul offered to apply cold patches to the various holes in the blacktop for $400.
Action Item: ***Charlene to call Bailey Paving and two other paving contractors for bids.***

The board also discussed whether the amount of gravel that was ordered for Glastonbury South was delivered in its entirety, and if the gravel was distributed properly. Dennis suggested that in the future a committee member walk the entire job with the contractor in advance of beginning the work.
Action Item: ***After the committee meeting, Dennis to draft a letter to the landowners who wrote in about this issue.***

4.7 Communications & Technology Committee Report – DR / MS

4.7.1 Review landowner recommendations from Board Listens II meeting June 25

Discussion included ideas for how to meet some of the landowner suggestions.

4.7.2 Vote to approve the June 25th Special Meeting Minutes

Motion: Charlene motioned and Rudy seconded for the board to accept the minutes of the April 2nd 2016 Special Meeting of the Members that were prepared and presented by Dennis. **Motion carried unanimously** (vote by the four board members who attended the meeting – Dennis, Charlene, Rudy and Ed).

4.8 Governing Document Committee Report – DR

The board reviewed the latest edits to Covenant 11.06 intended to clarify two issues noted by landowners as confusing wording, specifically "...or the highest interest rate allowed by law, **whichever is less,...**. **The interest rate shall be applied retroactively to**

all outstanding assessments." Motion: Dan motioned and Rudy seconded that the board accept the wording approved by Alanah regarding Covenant 11.06 affecting non-payment of assessments including "whichever is less" and "shall be applied retroactively to all outstanding assessments." **Motion carried** (10 in favor, 1 abstention – Ed).

Motion: Dan motioned and Rudy seconded to take the new wording of 11.06 and fit it into the template the Association had used previously for voting, call a special meeting on August 27, and include pros and cons to be sent to landowners in the July 26th mailing and voting packet. **Amended motion:** Dennis asked that the motion be amended to include that the wording changes be bolded and/or italicized. Dan and Rudy accepted the motion as amended. **Motion carried unanimously.**

4.8.1 Vote on Proposed Change of Master Plan under Project Review Approval from 2 Weeks to 4 Weeks.
Motion: Dan motioned and Charlene seconded to include a minor change in Master Plan Section 2.0, second paragraph, under "Project Review," that the timeline for bringing a project to the board for review would be changed from 2 weeks to 4 weeks. This change would go out in Governing Documents changes, not the 7/26 mailing. **Motion carried unanimously.**

4.9 Legal Committee Report – CM / DR
Dan noted that according to an attorney in Billings, across the board, insurance companies were declining to support homeowner associations with legal insurance. Dennis clarified that the Association was covered by liability insurance.

5. UNFINISHED BUSINESS

6. NEW BUSINESS

6.1 Keeler Complaint May 14, 2016
Charlene answered the two parts of Leo's complaint. Regarding how it was decided the May board meeting would be held by phone, Charlene explained that because the April 11th meeting at St. John's Church was continually disrupted by landowners, the rules of their Vestry were not followed and the GLA could not return there for meetings. Regarding Rule 11.06, Leo's believed a written approval from the attorney had to be attached to the motion. The legal committee had run it by the attorney and she had said "yes" but the board now needed her to write an opinion to clarify the board's ability in general to make rules.

7. Visiting Landowner Input Period
Landowners expressed interest in returning to live, in-person board meetings; concern about the integrity of the mail-in voting process, as well as the conflict of interest that arises when board members are hired to do GLA jobs without getting other bids and the expenses associated with purchasing a road grader.

8. Adjournment (11:24 p.m.)

9. Next Board Meeting: Aug 8, 2016 via phone conference call.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

August 8, 2016 – 7:00 pm

1. Call to Order, Pledge of Allegiance, Prayer and one minute of silence

The meeting was called to order by Charlotte at 7:05 p.m. at Charlotte's house for board members and via phone conference for landowners.

PRESENT: Charlotte M. (President), Dennis R. by phone (Vice President), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B., Ed D., Gerald D., Richard J., Kevin N. by phone, Paul R., Mark S. by phone.
ABSENT: Dan K.
Also attending: Iona Y. (Administrative Assistant), Karleen M. (Trainer).
Landowners: Debbie B., Debbie D., Claudette D., Leo K., Jerry L., Sally M., Vernon N., Frances N., Val O., Andrea S.

2. Set Agenda

3. Visiting Landowner Input Period

Multiple landowners expressed interest in seeing project review applications with brief descriptions of the projects published on the GLA website. Concerns were raised about the board allowing discounts on assessments; that the 11.06 amendment voting packet contained misinformation regarding the requirements for passing the vote; and the preference for using collected non-budgeted past due assessments to purchase a new snow plow & grader in lieu of taking out a loan. One landowner believed the board influenced out-of-town landowners and the voting process by endorsing the 11.06 Rule in the spring newsletter and another landowner commented on her recently submitted petition for special meetings.

4. Officer and Committee Reports

4.1 President's Report – CM

Charlotte thanked Mark and the communications committee for the new look of the website, highlighting the new links, sections, and accessibility to government resources.

4.2 Secretary's Report – CRM

4.2.1 Aug complaints from Debbie B. and Leo K. re: 11.06 vote

Charlene apologized for mistakenly including information to pass a bylaw rather than for a covenant change in the 11.06 voting packets. She clarified that 51% of members in good standing were required to pass the 11.06 Amendment at the August 27 election. Charlene continued to address eight items of a complaint made by Leo K. concerning the 11.06 Rule and voting process.

4.2.2 Mailings and fall newsletter

Charlene reported the next mailing, scheduled for August 31st, would include the fall newsletter and nomination materials for the annual elections in November. Board members were asked to submit newsletter articles to the administrative assistant by August 17th.

4.3 Treasurer's Reports – RP

4.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details Reports – July 2016

Motion: Rudy motioned and Mark seconded to move $20,000 from the SG Road Reserve cash fund into the SG Road Budget for 2016. **Motion carried** (10 in favor and 1 abstention - Kevin).

Rudy presented the treasurer's report and noted the accountant had recalculated delinquent accounts applying simple instead of compounded interest. Receivables were reduced by $40,000. Corrections were to continue. **Motion:** Rudy motioned and Mark seconded to include the July 2016 Treasurer's Report as presented with

the minutes minus the delinquency report. Discussion included the issue of sending out and posting inaccurate accounts receivable numbers. **Motion amended:** Rudy amended the motion and Mark seconded to place an asterisk and note by number 10 explaining that the accounts receivables included compounded interest that was currently being recalculated on delinquent accounts. **Motion carried** (8 in favor and 3 abstentions - Newman, Ed, and Kevin).

The next Finance Committee meeting was scheduled for Wednesday, August 17th at 6:30 in Liberty Hall and discussion would include landowner feedback received regarding the collection procedures.

4.4 Finance Committee Report – RP

4.4.1 Assessment discounts in general

The board explored the idea of helping landowners with demonstrated financial hardship including assessment discounts and creating a charitable fund; establishing a procedure to assess reasonable criteria and annual reviews. Concern was raised about Covenants 11.01 and 11.03 and the power of the board to grant discounts. **Motion:** Mark motioned and Rudy seconded to seek legal advice regarding giving discounts for assessments, and should discounts be allowed, develop criteria and a procedure to follow, including annual reviews. Kevin objected to voting on the issue until the legality of discounts had been determined. **Mark withdrew his motion.**
Motion: Kevin motioned and Mark seconded to eliminate all reductions in assessments immediately, until further review with the attorney. **Motion failed** (3 in favor – Kevin, Dennis and Mark, 7 opposed, and 1 abstention – Ed).
Motion: Mark reinstated his previous motion and Charlene seconded it; to seek legal advice regarding giving discounts for assessments. **Motion carried** with 8 in favor, 1 opposed - Kevin, and 2 abstentions – Newman and Ed.

4.4.2 Debbie B. 7-28-16 discounts given complaint

In response to Debbie's complaint, Rudy explained he was acting in accordance with a motion passed by previous boards who believed they had the discretion to review and respond to individual landowner circumstances, such as in freezing interest rates for people on payment plans. That specific discretion isn't spelled out in the covenants either. He requested the complaint be dismissed. Charlotte expressed interest in receiving a formal legal response based on specific law from attorney Alanah Griffin. **Motion:** Charlene motioned and Rudy seconded to seek legal advice as to whether the board has the power to waive interest on payment plans, send Alanah the relevant information, and request her formal reply in writing. **Motion carried unanimously (Gerald not present).**

4.4.3 Recalculations of NG 48-3, NG 48-M1, NG 48-M2

Charlene presented the history of NG 48-3 that has two mobile homes and two Colstrip units on it. The land and Colstrips belong to one person and the mobiles belong to another, who was never a landowner. The land was never subdivided nor were the owners of the dwellings ever tenants in common. Assessments had been charged for two lots and four dwellings when they should have been for one lot and four dwellings. This was a Quick Books error that needed to be corrected in order to collect past due assessments. **Motion:** Charlene motioned and Rudy seconded that NG 48-3 receive one land and four dwelling assessments and the accountant would recalculate assessments according to how the land was actually owned. **Motion carried unanimously.**

4.4.4 Variance fees owed by SG-90

Rudy explained that the Erickson property went through a variance process and the landowners agreed to pay the administrative and attorney costs incurred. However, when he sent them the bill they refused to do so because the variance was dropped because of ongoing litigation (O'Connell lawsuit) and Mr. Erickson had felt bullied in the process. Discussion included the pros and cons of collecting these outstanding fees and the legal right of the GLA to do so including placing a lien on the property. The board agreed to speak first with the landowners regarding their outstanding balance, and should they continue to refuse to pay, seek legal advice.
Action Item: ***Rudy to discuss payment obligation with landowner.***

4.5 Project Review Committee Report – GD / KN

4.5.1 NG 26-B-1 Haug out building surveyor's report

Paul reported that the Haug surveyor's report, the final component required to approve his project review application, met the necessary requirements. **Motion:** Paul motioned and Gerald seconded to approve the NG B-1 Haug application for a meditation room including the surveyors report as presented, on condition that any disturbed land be reseeded and there is no electric or septic. **Amended Motion**: Paul motioned and Gerald seconded that the building not be a living space. **Motion carried unanimously.**

4.5.2 PR Instructions - review PR Committee revisions from July 25 meeting

Motion: Kevin motioned and Charlene seconded to approve these edited instructions and put them on the GLA website, excluding the requirement for completion by 18 months and the cross outs, and with 2 provisions: Provision 1 – find documentation that "30 days" was put into the proposed master plan changes to be voted on in November or if it wasn't included, then Provision 2 – add "(30 days recommended)" after each occurrence of "2 weeks." **Motion carried** (10 in favor, 1 opposed – Ed).
Action Item: ***Kevin to check with Dan to see if "30 days" was added to the proposed master plan changes.***

4.5.3 PR Instructions - review historical research on 18-month completion timeline

Kevin reported that previous boards put the timeline requirement on page 3 of the instructions but did not follow through with this.

4.6 Road and Weed / Mgmt Committee Report – PR / ED / DR

4.6.1 SG guardrail repair

Action Item: ***Ed to get three bids by September that the board would approve by email vote.***
Action Item: ***Paul will create a drawing regarding how to fix the guardrail.***

4.6.2 Topics from the Aug 4 Road Committee meeting

The board discussed the costs, associated expenses, financing options, and affordability of purchasing a new plow truck and sander vs. outsourcing the service. A suggestion was made to save money this year and purchase next year. Tabled until the next Road Committee meeting. **Motion:** Paul motioned and Newman seconded to spend $1,500 to patch the hole on Capricorn on top of the north entrance hill. **Motion passed unanimously.**
Action Item: ***Paul confer with Mike Atkins regarding three culverts to be removed to divert water around Hercules Road.***

4.6.3 Fall Grading

Action Item: ***Dennis to drive with Mike Atkins up to High South to recommend what needs to be done in grading this fall.***

4.7 Communications & Technology Committee Report – DR / MS

4.7.1 Update of conference call system

Mark reported that a toll free line was added to the conference call system, allowing landowners without long distance plans to participate free of charge. Cell phone users would be encouraged to continue to use their cell phones.

4.7.2 Phone meetings and in-person BOD meetings

Motion: Dennis motioned and Kevin second to have next month's board meeting in Emigrant Hall in person. Charlene reminded the board that if the behavior or tenor of the meeting were to become disorderly, unsafe, or unproductive, the meeting would be adjourned. Kevin proposed standing outside with landowners who were uncomfortable with the opening prayer until the prayer was finished. **Motion carried** (6 in favor, 4 opposed – Charlene, Rudy, Paul and Charlotte, and 1 abstention - Newman).

4.8 Governing Document Committee Report – DR

Tabled due to Dan K.'s absence.

4.9 Legal Committee Report – CM / DR

Charlotte had nothing to report, but reiterated the need to have attorney Alanah Griffin provide formal legal responses in her communications with the board that could be forwarded to landowners if need be.

5. Approve Meeting Minutes - July 11, 2016

Mark requested the insertion of the word "being" in the last sentence of 4.3.2, to read: "...the idea being that this was not money ever owed to the GLA."

Motion: Charlene motioned and Rudy second to approve the July 11, 2016 meeting minutes with the addition of the word "being". **Motion carried** (10 in favor and one abstention – Gerald).

Action Item: ***Admin Assist to insert the word "being" into the last sentence of 4.3.2 when finalizing July meeting minutes.***

6. UNFINISHED BUSINESS

7. Visiting Landowner Input Period

Landowners expressed agreement with in-person board meetings; concern about depending on an accounting firm to produce reports and approving those reports without full understanding of the data; that taking out a loan for a new plow truck made less sense than collecting higher interest rates on overdue assessments; and questioned the legality of freezing interest rates.

Action Item: ***Rudy to find out from accountant why there is a $70,000 difference in accounts receivables from the June to July 2016 reports.***

8. NEW BUSINESS

9. Begin Closed Session

9.1 Discuss one specific Landowner Assessment Discount

Rudy reported on and the board discussed the particulars regarding a landowner's request for a financial hardship discount on assessments.

10. Adjournment

The meeting was adjourned at 11:05 p.m.

11. Next Board Meeting: Sept 12, 2016 at Emigrant Hall.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

September 12, 2016

1. Call to Order, Pledge of Allegiance, Prayer and one minute of silence
   The meeting was called to order by Charlotte at 7:01 p.m. at Emigrant Hall.

   PRESENT: Charlotte M. (President), Dennis R. (Vice President), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B., Ed D., Gerald D., Richard J., Kevin N., Paul R., Mark S. (by phone).
   ABSENT: Dan K.
   Also attending: Iona Y. (Administrative Assistant), Karleen M. (Trainer).
   Landowners: Miriam B., Debbie B., John C., Ken & Debbie D., Claudette D., Leo K., Dorothy K., Tim M., Sally M., Vernon & Frances N., Dan & Val O., Ranga & Anju P., Kathleen R., Joe T., Linda U., Ia W., Regina W.
   Guest: William S. (project representative - see section 4.2.3)

2. **Set Agenda**

3. **Visiting Landowner Input Period**
   Input included the belief that the discount discussed in the last meeting had not been an oversight, but was *discontinued*; the question of how the board would handle future hardship cases and why discounts were allowed in the past if the board had only received legal guidance recently; concern about the proposed soccer field meetings; the request for a recount of the August 27 special elections votes; the assertion that photography was allowed in these meetings; a question about which law required attendees to notify the board if they were recording; and the idea that the landowner comment period was too brief to allow all attendees to speak.

4. **Officer and Committee Report**
   4.1 President's Report – CM
   4.1.2 Discuss photography at private meetings
   Charlotte emphasized the board meetings were private for GLA members and their representatives, such as professionals and contractors for project reviews, only.

   4.2 Project Review Committee Report – GD / KN
   4.2.1 NG 28-A Sandoval Modular Home
   The landowner originally had a project approved in April 2015 that included a stick-built home. Due to difficulties with excavation, the plan was changed to placing a modular home in the same location. **Motion:** Gerald motioned and Ed seconded to approve the project with the condition that any disturbed land be reseeded. **Motion carried** (10 in favor, 1 abstention – Paul).

   4.2.2 SG 56-A2 Parthasarathy Garage
   Motion: Ed motioned and Paul seconded to approve this project with the conditions that the proper electrical permit be obtained and any disturbed land be reseeded. **Motion carried unanimously.**

   4.2.3 SG 51-A Hathaway-Rakela Manufactured Home, Garage, Septic
   Kevin pointed out what appeared to be multiple problems among the site plan, shared well covenants, easements, topography, and proposed dwelling site. The board suggested angling or moving the house elsewhere on the property to "fit" the setbacks. Engineer William S. clarified that the water tank was a fire suppression tank and was filled by a hose. There was no pipeline from the well to the fire tank and no water was drawn from the tank unless there was a fire. Two properties that share this well would draw water from the artesian well itself. The only easement

was the turn-around for emergency vehicles near Arcturus. The distance of the dwelling from the boundary was fifty feet on one side. The distance from the other side to the boundary needed to be determined. **Motion:** Kevin motioned and Rudy seconded to approve the building location as outlined on the site plan on the conditions that all sides of the building met the 50' setback; all proper permits would be obtained and any disturbed land would be reseeded. **Motion carried unanimously.**

Action Item: Three project committee members would meet with William S. at SG 51-A on Sept. 13 at 8:30a.m. to verify the 50' setbacks.

4.2.4 SG 68 Diehl Home, Septic

Motion: Gerald motioned and Kevin seconded to approve this project ~~under~~ with the conditions that the electric and septic permits be obtained and any disturbed land be reseeded. **Motion carried** (10 in favor, 1 not present – Ed).

4.3 Treasurer's Reports – RP

4.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details, Customer Balance Summary – August 2016

Rudy reported that he had included a new report – the Customer Balance Sheet and past due collections were doing well and had already exceeded the amount collected in 2015, but road, administrative, and accounting expenses were over budget. All areas would be covered by funds from unallocated savings. Concern arose about the assessment discount for one specific landowner showing up in the budget and if and when it was terminated. **Motion:** Rudy motioned and Gerald seconded to include the treasurer's reports in the September 12 board meeting minutes. **Motion carried** (7 in favor, 2 opposed – Ed & Kevin, 2 abstentions – Dennis & Mark).

Action Item: ***Administrative Assistant will research past meeting minutes to see if and when the discount was rescinded.***

4.3.2 Collection procedure

Rudy reported that Dan was drafting a collections procedure that would take landowner input into consideration. Discussions would continue at the next Finance Committee meeting on Sept. 21 at Liberty Hall.

4.4 Finance Committee Report – RP

4.4.1 Update on liens

Rudy sent eleven lien letters to landowners. Some landowners agreed to make payments, some paid off their debts, and three did not respond. Three new liens were also recently filed. Two other landowners were willing to make monthly payments, but because the payments would not be substantial enough to bring their accounts up to date in 2 years, the association would follow procedure and file liens. Ed suggested composing a letter for future landowners that clearly stated the monthly payment amount necessary to avoid getting a lien.

Action Item: **Rudy will draft letters thanking the two landowners for their efforts to make payments, but that liens were going to be filed.**

4.4.2 Update on lien recalculations

After the audit, most accounts went down, but some went up. Rudy reviewed specific cases where recalculations and other billing errors resulted in landowners owing more money than was agreed upon in their payment plans; in one case, money was owed after a landowner paid in full. The board discussed if landowners

should be held responsible for these billing changes and errors; if a billing statement was a contract; and what the statute of limitations was for billing errors.
Action Item: ***Charlotte will ask the attorney for legal opinion on billing errors and statute of limitations as well as what interest to charge since members rejected 12%, 18% is illegal and 15% is highest currently allowed by law.***
Action Item: ***Rudy create the list and Mark put on website recalculation differences with names redacted.***
The Green account was taken off the books because Green wasn't a landowner. His dwellings were on Ali's land; Ali should have been billed for 4 dwellings and land, not 2 dwellings & land. By correcting this error, Ali's assessments went up $8,000.
Action Item: ***Rudy will research all aspects of the recalculations of Ali's account and report his findings to the board.***

4.5 Secretary's Report – CRM

4.5.1 Election Chairperson & committee follow-up

Charlene reported that she had been elected chairperson of the Election Committee by e-mail vote and that the election committee would meet Sept. 28 at Liberty Hall to review election procedures.

4.5.2 Nominations due September 30 by 12:00 p.m.

Landowners were asked to submit nominations for the open board of directors positions by the due date and that Gerald, Charlene, and Newman were up for re-election in North; Ed, Rudy, and Dan for South.

4.5.3 Committee minutes procedure

Charlene reminded the board that committee meeting minutes were a record of the meeting and not a forum for debate and that a motion from February allowed all board members a three-day review and comment period before the minutes were finalized and made public.

4.5.4 O'Connell petition

The petition requested the board call three landowner-driven Special Meetings of Members during which proposed changes to the covenants, bylaws, and the board of director's discretionary powers would be sought and reviewed. The O'Connells submitted thirty-nine signatures; nineteen were verified to meet the requirements. Twenty signatures were flawed due to being from non-landowners, multiple parties under one membership interest~~,~~ or rescinded because people said they signed believing the petition was for the proposed asphalt plant. Although the bylaws stated that the board must call one Special Meeting of Members when a petition is submitted, the present board would honor the O'Connell's request to hold three. The official 30-day notice would be mailed on Sept.12 announcing the meeting dates.

4.6 Road and Weed / Mgmt Committee Report – PR / ED / DR

4.6.1 SG guardrail repair

Concern had been expressed about a portion of the guardrail sinking. Paul stated that a 20' section was dipping and repairs could wait until the spring. In the interim, Adkins could scoop out at least one foot of gravel when they did the fall grading to expose more of the guardrail and make it more effective. Adkins would be asked if he could raise the guardrail.
Action Item: ***Ed to ask Adkins to dig out one foot of gravel at the area the guardrail was dipping and discuss raising the sinking section of guardrail.***

4.6.2 Topics from the Aug 18 Road Committee meeting

Disagreements continued regarding the distribution of gravel from the pile on Dry Creek Rd. to the individual roads in South Glastonbury. The committee planned to have culverts cleaned; the snow fence on Sirius Hill repaired; and more speed limit signs put up on Arcturus. Kevin explained the chip sealing on Dry Creek stopped 60 ft. from Hwy 89 because the state easement began at that point and maintenance on Hwy 89 was planned for 2017 that would include that 60 ft.

4.6.3 Fall Grading

Paul reported that Mike Adkins and Lembke were ready and waiting to grade and compact the roads after the next rainfall.

4.6.3 Snowplow truck

In their last meeting, the Road Committee voted to recommend that the board buy a used truck with a sander and plow for $15,000. However, Ed felt purchasing a new vehicle was the better choice. Board opinion varied: that money collected from back assessments could buy a new truck; that the committee's discussion should be honored; and that there were 6 people in the community with their own equipment who could be contracted to plow.

4.7 Communications & Technology Committee Report – DR / MS

Mark, committee chair, was going to be in town in 10 days, for 1 month. It was suggested that he call a Communications Committee meeting while he was in town to discuss improving procedures such as responding to document requests.

4.8 Governing Document Committee Report – DR

4.8.1 Covenant 11.06

Tabled since Dan K. was absent.

4.9 Legal Committee Report – CM / DR

4.9.1 Attorney letter on hardships

Charlotte summarized Alanah's response to the board's request regarding its ability to grant hardship waivers. In her formal letter, Attorney Alanah Griffith declared the board had the discretionary powers to grant and negotiate hardship discounts in good faith. The board commented on the effects a foreclosure would have on the property values: the need to write a policy and establish a consistent procedure for handling hardship cases; the option of creating a charitable fund; that since landowners could receive a reduction in their county taxes, a discount on assessments wasn't necessary; and that reviewing cases yearly would be too much work. **Motion:** Charlene motioned and Kevin seconded to discontinue any further discounts as of 2017. The motion was never brought to vote because the meeting was interrupted by a power outage.

4.9.2 Attorney letter on interest rate

Charlotte read sections of the attorney's letter regarding freezing interest rates for people on a payment plan and determined that the board had such power.

Due to the power outage, agenda items 5 through 8 were not addressed. However, even though the lights were out, one landowner asked the board to consider the meaning of covenant 3.16 which asserted that corporations or trusts could not appoint a representative to run for the board or ombudsman.

5. UNFINISHED BUSINESS

6. Visiting Landowner Input Period

7. NEW BUSINESS

8. Begin Closed Session
8.1 Discuss one specific landowner assessment discount

9. Adjournment
The meeting was adjourned by Charlotte at 11:01 p.m.

10. Next Board Meeting: October 3, 2016 at Emigrant Hall

Please note that a meeting decorum statement was available for landowners at the entrance of the meeting. This edited version included previous information, and the quote about open meeting laws was from website http://www.parli.com. A statement on the prohibition of photography was included. Signs were posted on door and tables letting landowners know they were not permitted to take photos during the meeting. The meeting decorum is attached to these minutes.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

October 3, 2016

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**

   The meeting was called to order by Charlotte at 7:04 p.m. at Emigrant Hall.

   PRESENT: Charlotte M. (President), Dennis R. (Vice President), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B., Ed D., Richard J., Dan K., Kevin N., Paul R., Dennis R., Mark S.
   Also attending: Iona Y. (Administrative Assistant)
   Landowners: Debbie B., Claudette D., Leo & Dorothy K., Val & Chrystal O., Chuck & Sally M., Andrea S., Robert S., Joe T., Linda U., Ia W., Regina W.
   Guests: Tim M.

2. **Set Agenda**

3. **Visiting Landowner Input Period**

   Concern was expressed about non-standard bookkeeping instructions that were given to the accountant that were artificially lowering finance charges. This was the first time the board had heard about this issue; the landowner will send the correspondence she had with the accountant to the board. Questions were also raised about differences in accounts receivables totals on the balance sheets from month to month; $1,800 spent on administrative office supplies; the procedure of the Project Review Committee to notify landowners about work to be done on their property; the actual law that required everyone who was recording the meeting to state that they were (Montana Law MC 45-8-213 Privacy and Communications); and if an area of land that was plowed to park the grader would be reseeded. Comments were also made about a landowner bringing his driveway up to GLA governing documents standards to address the water run-off problem affecting the adjacent property.

4. **Officer and Committee Report**

   4.1 President's Report – CM

   Charlotte had nothing to report at this time.

   4.2 Project Review Committee Report – GD / KN

   4.2.1 NG 31-W, Sones Boundary Adjustment

   Sones requested a boundary adjustment to acquire a 75-foot section of land. The landowner who currently owned the 75-foot portion had not signed the application and was out of town. Sones needed to obtain the landowner's signature. Once this was submitted, the board could proceed with an e-mail vote to allow Sones to complete the boundary adjustment through Park County.

   4.2.2 SG 42-A Quesenberry Garage

   The proposed 2-level building would serve as a garage on the first floor and a shop with a bathroom on the second. There were already two dwellings on this property. The landowner confirmed that the second floor would not be used as a dwelling.
   Motion: Ed motioned and Gerald seconded to approve the Quesenberry project under the conditions that the proper permits be obtained and the land be reseeded.
   Motion carried unanimously.

   4.2.3 Additional dwelling assessments

   Kevin asked board members and landowners alike to send input to the project review committee on any properties that may have a dwelling not currently being assessed. The project review committee would also follow-up on completed projects more diligently. If newly-constructed dwellings were roughed in or dried

in - if doors and windows were in and the structure was livable - the property owner would be charged the additional assessments.

Charlene was recently approached by resident Tom B. who owned two properties: one in North and a second, adjacent property that is not part of Glastonbury. Tom offered to pay a road usage fee to allow him use of our roads for the land not in Glastonbury. Otherwise, his legal access was through Story Rd. The board discussed having an attorney draw up an easement that specified the terms of Tom's road use (non-commercial).
Action Item: ***Mark will consult with Tom B. about the specifics of his use, including payment, and then ask the attorney to draw up a contract.***

4.3 Treasurer's Reports – RP

4.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details, Customer Balance Summary – September 2016

Rudy reported we were over the amount anticipated in collections and had surpassed 2015 in collecting past due assessments. The only out-of-ordinary expense was for recalculations, which amounted to nearly $5,000. A typo was recognized under number 2 in unpaid dwelling assessments. Rudy will mail the corrected statement to the board. **Motion:** Rudy motioned and Ed seconded to include the September 2016 treasurer's report: balance sheet, profit & loss statement, and profit & loss budget performance with the minutes. **Motion carried** (10 in favor, 1 opposed - Kevin, 1 abstention - Dennis). Discussion: Kevin asked for clarification on the profit & loss statement line item 2050 for $1800 spent on office supplies and Mark requested detailed information on yearly expenditures on software fees. **Action Item:** ***Rudy to research all items in question.***

4.3.2 2017 Budget planning

The 2017 budget planning meeting was scheduled for Oct. 19 at 7p.m. at Liberty Hall. Committee chairs were asked to consider this year's expenses, where they were with this year's budget, how to potentially save funds, and anticipated special projects for 2017 when calculating proposals for next year's budget.

4.4 Finance Committee Report – RP

4.4.1 Update on liens

Rudy reported the recalculation process was finished and he was now refreshing past liens in order of accounts that owed most to least.

4.4.2 Update on lien recalculations of past due accounts by accountant - 3 accounts that increased after recalculations

Rudy was waiting for a response from the attorney for an opinion on the statute of limitations regarding how far back recalculations could be applied to accounts.

4.4.3 Collection Procedure, review draft

The Collections Procedure was revised at the committee level with landowner input and was now ready to be voted on by the board. The procedure had one 30-day review and comment period from landowners. It was discovered that an older draft from 9/7 was mistakenly included in the handouts; Dan agreed to resend the 9/21 version to the board for email vote. Once approved, the draft would be included in the election mailing for another 30-day landowner review.

4.5 Secretary's Report – CRM

4.5.1 BOD meeting Nov 7, location

Emigrant Hall would not be available on November 7th since it was a County polling site the following day. The board chose Friday, November 4th at 7p.m. for the next meeting at Emigrant Hall instead.

4.5.2 Voter Eligibility on August 27

Voter eligibility for the August 27 vote was figured incorrectly due to incorrect payment due date and use of an incorrect report. Usually, voting was done at the annual meeting in November, and landowners needed to be paid up (0 balance) to be eligible to vote. However, the August 27th special meeting fell between the 2nd and 3rd quarter payment cycles and that's where the mistake occurred. Landowners should have been paid up through their third installment to be able to vote. On August 27th there were twenty-three ineligible landowners who were listed as eligible to vote and two of them voted. To correct this in the future, the customer balance summary report would be pulled as close as possible to the election day and reviewed to see who still owed. Landowners could also vote if they paid up on the day of an election.

4.5.3 Special Meetings of Members, Oct 22, 27 & Dec 8

The specific purpose of the meetings would be to discuss limiting board discretionary powers, as per a petition submitted on August 8. Kevin would manage the key from the General Store; Charlotte would preside over the meeting; Mark & Dennis would also attend.

4.6 Election Committee Report – CRM

4.6.1 Report on committee meeting, Sept. 28

Charlene addressed the claim made at the last board meeting that trustees or representatives of a trust or corporation could not run for the board or ombudsman. Corporations and trusts paid assessments and were allowed to vote. Current board members Ed D. and Kevin N. were serving as the appointed representatives of a corporation and a trust. The attorney had been asked for her opinion on the matter, but had not yet responded.

4.6.2 Name new co-chairs for Nov 12 meeting

Charlene, election chair, was up for re-election. New co-chairs were needed for the annual meeting November 12. **Motion:** Charlene motioned and Kevin seconded for Dennis and Charlotte to take over as co-chairs of the election committee for the November 12th meeting. **Motion passed unanimously.** It was determined from discussion that at least one of the two people in each verifier and sign in team should not be related or associated with a candidate and that none of the people counting the votes should be associated with candidates.

4.6.3 Nomination forms: late submissions and an incomplete form

There is nothing in the Covenants that requires strict adherence to a 30-day deadline for submitting nominations for board elections. The idea of a timeline was meant to give people something to shoot for because reasonable time was needed to type, print, prepare, and mail the information by 30 days before the election. Two nominations were received past the deadline and another had yet to be submitted in full. These and other nominations would be accepted as long as they were submitted within a reasonable timeframe.

4.7 Road and Weed / Mgmt Committee Report – PR / ED / DR

4.7.1 SG guardrail repair

Ed reported that Adkins was down to one employee and could not perform the job. Dennis would make phone calls to find a contractor; Kevin suggested Mountain West Holdings Corporation.

4.7.2 Update sand delivered, snow fence and snow poles

Charlene ordered 700 feet of snow fence for South and 400 feet of wire. Steven H., who would install the poles and reflectors, was asking for help with poles. Joe T., the new back-up snowplow driver, agreed to help. Sand was delivered in September and stored in the Quonset hut; Walter W. reported the truck was ready to go.

4.7.3 Fall grading

Ed reported Adkins was grading right now and Lower South was done. Six loads of road base were going at very beginning of Arcturus and it was yet to be decided where the remaining 3 loads would go. Adkins would do all the grading and then bring gravel in; Ed expected at least 10 loads. In North, Paul reported the grading was completed under budget. The contractor had a roller on the back of the grader, so he graded and rolled at the same time. Since it rained, money was saved on the use of a water truck. Five loads of gravel were used.

Aza Z. had agreed to install the signs on Arcturus, but changed his mind concerned he might hit power lines. Dennis suggested calling 811 to have the ground marked where the power lines were hidden. **Action Items:** ***Ed will call 811 to determine where power lines are under Arcturus; talk to Aza about completing job; donate two 25 mph speed signs to North. On Friday 10/7 Kevin and Ed will mark Arcturus where the signs will go; Claudette D. will help determine where to put signs in North.***

4.7.4 Snowplow truck

Despite committee recommendation to set the budget at $15,000, Ed introduced the idea of putting 50% of unallocated savings into a heavy equipment fund and using monies for a down payment on a new truck. The pros and cons of using a used snowplow truck versus purchasing a new one were discussed. The greatest concern was that used trucks were cheaper up front, but would require maintenance and end up costing more. One landowner suggested focusing on confirming a list of drivers with trucks instead, since funds were not available at this time.

Action Item: ***Paul will call Pouwel Gelderloos to see if he can be the main back-up driver. Paul will also call all drivers with snowplow trucks to confirm.***

4.8 Communications & Technology Committee Report – DR / MS

There will be a committee meeting on Thursday, Oct. 6 at 7pm at the Seaver residence focusing on devising a procedure to keep better track of document requests.

4.9 Governing Document Committee Report – DK

4.9.1 Covenant 11.06

Dan felt the vote to change Covenant 11.06 was due to lack of attendance, which resulted in lack of votes, at the August 27th Special Election. Ideas about educating the membership; encouraging landowner participation by holding more Governing Documents Committee meetings; offering more options on the ballot; and getting feedback to find out what landowners wanted were discussed as ways to generate more votes in the future. Concerns were raised that if the vote was presented again without education and outreach, the result would be the same.

4.9.2 Decide what to vote on in November

Discussion included the unprecedented number of candidates up for election and the magnitude of the mailings that would be required to address all the bylaws and Master Plan changes proposed. Dan felt Covenant 11.06 was the most important. **Motion:** Dan motioned and Rudy seconded to put Covenant 11.06 up for vote at the Annual Meeting. **Motion failed** (5 in favor, 4 opposed - Ed, Kevin, Dennis, Mark, 3 abstentions - Richard, Charlene, Charlotte).

4.9.3 Agree on what is sent in the cover letter on the items to be voted on

No governing documents would be included in the November elections.

4.10 Legal Committee Report – CM / DRDK

4.10.1 Attorney letter on hardships - Continue motion from Sept 12

According to the attorney, granting a hardship discount should be based on some type of verifiable criteria and offered to all. Charlene noted that the hardship discount currently in effect does neither. The motion was restated. **Motion:** Charlene motioned and Kevin seconded to discontinue any further discounts as of 2017. The board discussed having a donation fund for those who qualify for an 80% tax waiver with the Montana Department of Revenue and creating a committee or subcommittee to manage hardship cases. Charlene withdrew the motion. **New Motion:** Kevin motioned and Dennis seconded that all hardship discounts cease starting 2017 and a new procedure and review process to evaluate people that are requesting discounts be made. Rudy requested an amendment to the motion to grandfather in the current landowner receiving the discount. The amendment was denied. **Motion failed** (5 in favor - Ed, Charlene, Kevin, Dennis, Mark, 3 opposed - Newman, Gerald, Rudy, 4 abstentions - Richard, Daniel, Paul, Charlotte). The board decided to delegate this issue back to the finance committee.

4.10.2 Attorney letter on interest rate

The attorney believed the board had the authority to determine interest rates and also vote on an interim interest rate (the interim defined as the time between now and when the landowners vote on it). It was decided to write out a motion and run it by the collections attorney. **Action Item:** ***Dan will write up a proposed motion with an interim interest rate and Dennis will send it to the attorney.***

5. Approve Meeting Minutes of September 12, 2016

Motion: Rudy motioned and Dennis seconded to approve the minutes with the correction of the typo: "labeled" to *tabled*. In discussion, Ed and Mark pointed out that the issue described under 4.6.2 was not about the amount of gravel that was delivered to South, but how the total amount was distributed onto South roads. Ed felt the contractor fulfilled the Statement of Expectations, which stated how much gravel was distributed per road; Mark felt there was no way to truly measure how the gravel was distributed. **Amended motion:** Rudy amended the motion and Dennis seconded to include the rewording of the first sentence under 4.6.2 to read: "Disagreements continued regarding the distribution of gravel from the pile on Dry Creek Road to the individual roads in South Glastonbury". **Motion carried** (9 in favor, 1 opposed - Ed and 2 abstentions - Dan and Kevin).

6. UNFINISHED BUSINESS

7. Visiting Landowner Input Period

One landowner asked why the customer balances due for September 30 was different from the total accounts receivable. Rudy explained that the accountant filtered out accounts with negative balances (credits) to shorten the report from six pages to two, and then ran the report

again and the amount did match the total on the balance sheet. Rudy offered emailing the full 6-page report that included the minus balances (and credits) to the board and interested landowners. Another landowner explained that if past receivables changed for a month, it was standard practice to issue a new, corrected report for that month with the old one and an explanation on the report; that reports from January 2016 to present were no longer valid and each month should be redone; that only the balance sheet (only 1 report) going back to January needed to be redone because the past year was already in the records; and that the accountant could include an asterisk and separate line items to break down the credits, recalculate credits to simplify the report, and show that the totals do match.

Landowners were also of the opinion that deferred maintenance was just as harmful to property values as foreclosure and continuing to offer a discount to someone who couldn't afford to maintain their property contributed to the decline of the neighborhood; that if the board decided to continue offering hardship discounts, there should be a hardship committee made of non-board members.

8. NEW BUSINESS

Ed announced fall grading was underway and donations for gravel were welcome.

~~9. Begin Closed Session~~

~~9.1 Discuss one specific landowner assessment discount~~

~~9.2 Discuss hardship issue~~

10. Adjournment

The meeting was adjourned at 11:04 p.m.

11. Next Board Meeting: Friday, November 4, 2016

Section 9. Closed Session Meeting Minutes were not approved on 11 04 2016

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

November 4, 2016

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis at 7:02 p.m. at Emigrant Hall.

   PRESENT: Dennis R. (Vice President), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B., Ed D., Richard J., Dan K., Kevin N., Paul R., Dennis Riley, Mark S.
   ABSENT: Charlotte M. (President)
   Also attending: Iona Y. (Administrative Assistant)
   Landowners: Donna A., Timothy B., Debbie D., Claudette D., Leo K., Dorothy K., Jerry L., Michael L., Dan O., Val O., Fran N., Jeff R., Wendy R., Andrea S., Linda U., Ben V., Ja W., Walter W., Regina W.
   Guest: Tim M.

2. **Set Agenda**
   Paul added 4.6.5 Road engineers report; Kevin requested to add 4.6.6 County Involvement with Dry Creek Road.

3. **Visiting Landowner Input Period**
   Concerns were expressed about adjustments in the road maintenance fund that needed to be done to correct the financial reports; that County records suggested two properties that the Association had listed as being owned by individuals were owned by Church Universal & Triumphant; that landowners should be charged for unusual document requests only and not general research since the board was responsible for providing a certain level of service. Regarding the upcoming election, questions arose about how eligible voters would be verified and when the final day was to comment on the proposed Collection Policy.
   Action Item: ***Rudy will ask Micah to correct the financial reports and provide the corrected report in time for the Annual Meeting on November 12th.***

4. **Officer and Committee Report**

   4.1 President's Report – CM
   Due to Charlotte's absence, there was no report.

   4.2 Project Review Committee Report – GD / KN

   4.2.1 Second Dwelling Assessment SG 26-A2
   Earlier this year, the landowner objected to being charged for a second dwelling assessment. Rudy removed the charge for 2016 but reinstated the second dwelling assessment for 2017. Discussion included the new letter that would be sent to landowners who would receive additional dwelling assessments in 2017; the procedure landowners could follow if they wanted to challenge the board's decision to charge the extra assessment.

   Kevin also addressed a final project review application sent in by Randy R. that was on hold until his property was properly reseeded.

   4.3 Treasurer's Reports – RP 25:20

   4.3.1 Balance Sheet, Deposit/Check, Customer Balance Summary
   Motion: Rudy motioned and Ed seconded to accept the treasurer's report: balance sheet, profit & loss statements, and check & deposit details as amended with corrections under 10.35 & 10.36 to reflect the proper allocation of funds for inclusion in the minutes. In discussion, Dennis suggested the motion be approved by email vote after the corrections were made in QuickBooks. **Motion carried** (7 in favor, 1 abstention – Newman, 2 opposed - Kevin, Dennis).

   4.3.2 Draft 2017 Budget

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Rudy presented the draft 2017 budget prepared during two recent Finance Committee meetings. There was an extra $217 that could be split between North and South in order to balance the budget to zero. **Motion:** Rudy motioned and Dan seconded to accept the draft budget with the change to zero out the $217 by splitting it between the North & South road budgets, and that this draft would be presented at the Annual Meeting. **Motion carried unanimously.**

4.3.3 Procedure to apply payments to past due accts- Regina

Rudy has given written instructions to Micah, the accountant, to apply payments to past due accounts that were not on payment plans as per standard accounting procedures and as recommended by Regina W.

4.4 Finance Committee Report – RP

4.4.1 Discuss pymt plan SG 34B & SG 34C

Rudy created a 3-year payment plan, different from the typical 2-year plan that is offered to landowners in arrears. Rudy mentioned that if the board approved this plan, we would reserve the right to file the liens if the landowner missed a payment or put the property up for sale. **Motion:** Rudy motioned and Ed seconded that the board approve the payment plan as presented, the president co-sign the plan when she returns, and the payment plan go into effect. **Motion failed** (3 in favor – Ed, Dan, Rudy; 5 opposed – Gerald, Charlene, Kevin, Dennis, Mark; 3 abstentions – Newman, Richard, Paul). Discussion included concerns about deviating from procedures & setting precedents and a suggestion to consider a 24-month payment plan. **Motion:** Kevin motioned to ask the landowner for payments of $180/month for 2 years. Discussion: Dan pointed out that if liens were filed, it would be going the other direction of violating the collections draft. He suggested to just file the liens. **Motion withdrawn.** Kevin withdrew his motion and proposed a new one. **Motion:** Kevin motioned and Dennis seconded to file liens on the SG34B & SG 34C properties with no negotiating payment plans. **Motion failed** (2 in favor – Kevin, Dennis; 7 opposed – Newman, Ed, Gerald, Dan, Charlene, Rudy, Paul; and 2 abstentions – Richard, Mark).

Motion: Rudy motioned and Ed seconded to reduce the payment terms to 2 years with payments of $187/mo, and not file a lien if the landowner signed the plan. **Motion carried** (9 in favor; 1 opposed – Kevin; 1 abstention – Dennis).

4.4.2 Attorney opinion statute of limitations, 3 increased after recalculation

The board had not yet received the attorney's response. George M. had fulfilled his payment plan from 2009, but two weeks later, the recalculation revealed he owed more. On November 12 George was a board candidate and the board questioned if he should be expected to pay the $158.53. The board considered that since he paid in full according to the agreed plan, fulfilling his obligation, the error should be written off as a bank error. Furthermore, attorney opinion was not needed. **Motion:** Rudy motioned to write off the $158.53. In discussion, Regina suggested this should be a credit because it was an overcharge. Rudy explained he withheld George M's last assessment payment because he was waiting for attorney opinion about the recalculation mistake, so he never received his last bill.
Motion amended: Rudy motioned and Paul seconded to give George a credit for $53.53 and give him the opportunity to pay the $105 in 5 days so he could participate in the election. **Motion carried** (10 in favor, 1 abstention – Dan).

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4.4.3 Collection Procedure, review draft 10-26-2016
Changes to section F were reviewed regarding the inclusion of the statement that the settlement of accounts could be voted on by the board in a public meeting. Landowners had until November 10 to submit comments; if no further comments were submitted, the board could approve the draft by email vote on November 10, put it on the website for thirty days, and then start collections.

4.4.4 Assessment discount issue
Kevin noted that although the present discount was accepted by subsequent boards, nothing stated it needed to continue. He also felt those who wanted to continue this discount needed to write a policy. **Motion:** Kevin motioned and Charlene seconded to discontinue all discounts starting January 2017. **Motion carried** (9 in favor, 2 opposed – Newman and Rudy).

4.4.5 Discuss ownership of NG 39 & NG 65
Charlene suggested the board seek attorney advice in lieu of continued debate. **Motion:** Charlene motioned and Mark seconded for the legal committee to gather all info about NG 39 & NG 65 and ask the attorney who would be served liens, and who was legally obligated to pay when the association goes to collect on outstanding debts. Discussion included the suggestion to allow the attorney to research and interpret the information. **Motion carried unanimously.**
Action Item: ***The legal committee will draft the letter requesting attorney Rick Landers' assistance in the matter.***

4.4.6 15% interim interest rate/no compound interest 3
Charlene suggested this was a job for the new board on December 5 - Tabled.

4.4.7 Revisit current assessment discount
The board felt this was already addressed under 4.4.4.

4.4.8 Report on donation fund discussion at 10-19-2016 meeting
Rudy will ask Micah, the accountant, to prepare the fund report with instructions from Regina. The fund report will be handed out at the annual meeting.

4.5 Secretary's Report – CRM

4.5.1 Annual meeting November 12, logistics and agenda
Charlene reviewed the agenda including topics for committee reports, the candidate presentation period; the need for kitchen helpers and a ballot counter from South (Walter Wunsch volunteered); and set-up the evening before.

4.5.2 Open meetings and guests
Landowners' spouses who were not listed on the deed and guests or representatives of landowners would be welcome to attend meetings as per attorney advice.

4.5.3 Special Meetings of Members canceled, Oct. 27 & Dec. 8/next mailing
The board voted via email to cancel the special meetings and would notify the membership through a letter in the mail.

4.6 Road & Weed / Management Committee Report

4.6.1 Discuss Dodge plow truck repairs
Walter W. reported that final repairs would be completed on the sander motor. The plow blade had been improved.

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4.6.2 Installation of sump on Capricorn

Gerald stated a sump (and not a culvert) needed to be installed to prevent rain getting under the road and damaging it. Three bids had been collected in the past, but the board felt there was not enough information to a make decision and moved to topic to unfinished business.

4.6.3 More snow poles & reflectors

For additional safety, fifty more poles and reflectors were ordered and would be installed soon.

4.6.4 Commercial plow truck

Walter W. proposed the idea of Fred Counts buying a commercial snowplow truck, contracting with the GLA to use the equipment as the main plow, and using the Dodge as back-up. Counts would require the GLA to pay a minimum of $2,500 for a season and an hourly rate of $110/hour thereafter. Strengths of the truck included its ability to go up to High South with chains; its ability to plow the width of the road in one pass; and that it was all hydraulic. Counts sought verbal consent from the board through Walter. Dennis suggested a written contract to establish GLA as Counts' priority contract. **Motion:** Charlene motioned and Paul seconded to contract with Fred Counts who will use the large commercial snow plow unit; contract for a minimum of $2,500 a season (first 22.7 hrs.); pay $110 an hour thereafter; expect all his paperwork be in place as an independent contractor; and GLA would be his primary contract. Discussion included the financial advantages and savings to the GLA; that as an independent contractor, Counts would be responsible for his own insurance, and comp exemption; that loading up the sander would still cost $50 a load (separate from the $110 per hour); and how long a commitment the GLA would make at this time. **Motion Amended:** Charlene motioned and Paul seconded to contract with Fred Counts and his big machine for $2,500 starting Dec 2016 through end of 2017 at $110 per hour after the contract fee of $2,500 was used up, and $50 to load sand. **Motion carried** (10 in favor, 1 opposed – Ed).

4.6.5 Road Engineer's report

Paul consulted engineer Alan Shaw who stressed the importance of preserving the paved roads in North with chip sealing as soon as possible. He also advised building up the gravel roads as much as possible, cleaning up the ditches, and removing material where steep banks hindered proper depth.

4.6.6 County Involvement with Dry Creek Road

Kevin initiated discussions with Parks Frady concerning adding three extra speeding signs, a sign that recommended use of tire chains, culvert clean-up, and mowing on Dry Creek Rd. Kevin was still waiting for a response.

4.7 Communications & Technology Committee Report

4.7.1 Charging for research time on Document Requests

A landowner suggested making certain documents readily available electronically and charging a specific rate for research that took over an hour. The topic was moved to Unfinished Business.

4.7.2 Revised tracking system for landowner communications

Mark and Dennis were in the process of trying to implement a new code, but difficulties with google mail, including locating original emails after long threads of discussion, were hindering progress.

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4.8 Legal Committee Report

4.8.1 Attorney opinion on open meetings and photography at meetings
Attorney Alanah Griffith confirmed the board could ban photography at meetings.

4.8.2 Attorney opinion on representatives of trusts and corporations
Attorney Alanah Griffith confirmed representatives of trusts and corporations could serve as board directors and ombudsmen.
Action Item: ***Mark will post attorney letters regarding open meetings, photography at meetings, and rights of representatives of trust or corporations.***

5. **Approve Meeting Minutes, 10-3-2016 & Special Meeting of Members minutes 8-27-2016**
Motion: Charlene motioned and Rudy seconded to approve the August 27 meeting minutes as written. **Motion carried unanimously.**

Kevin requested that the closed session minutes include that the board agreed to file liens on the two properties, SG34B & SG 34C. **Motion:** Charlene motioned and Paul seconded to approve the October 3 board meeting minutes through number 8, not including the closed session. **Motion carried** (9 in favor and 2 opposed - Ed and Kevin).
Action Item: ***Iona will provide an audio clip of the closed session discussion and write closed session meeting minutes. The board will then vote on the closed session minutes via email.***

6. **UNFINISHED BUSINESS**
4.7.1 Charging for research time on Document Requests

7. **Visiting Landowner Input Period**
Landowners commended Dennis for his performance presiding over the meeting.

8. **NEW BUSINESS**

9. **Adjournment**
The meeting was adjourned at 11:28 p.m.

10. **Next Board Meeting: Friday, December 5, 2016**

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Glastonbury Landowners Association, Inc.

Annual Glastonbury Landowners Meeting & Elections Minutes - *Final*

November 12, 2016

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1. **Pre-Meeting: Early Sign-In & Continental Breakfast Buffet**

2. **Meeting Commencement/Opening Prayer/Welcome**
   Charlotte Mizzi called the meeting to order at 9:25 a.m. and gave the opening prayer.

3. **Proof of Notice of Meeting, Proxy & Quorum Certification**
   Dennis announced that quorum had been met and certified.

4. **Reading of Minutes of preceding meeting**
   Charlene directed the membership to read the minutes posted on the website.

5. **Director & Officer Reports**
   Charlotte Mizzi presented the President's Report.
   Rudy Parker presented the Treasurer's Report.

6. **Reports of Committees**
   Paul Ranttalo gave the Road report.
   Kevin Newby gave the Project Review Committee report.
   Dennis Riley gave the Communications & Technology Committee report.
   Charlotte Mizzi gave the Community Property Committee report.

7. **Introduction of the Candidates**
   Charlotte Mizzi introduced the North and South Glastonbury Candidates who gave their speeches to the membership.

8. **Question & Answer Period for Candidates**
   North and South Glastonbury Candidates answered questions from members and other Candidates.

9. **Refreshment Break**

10. **Announce Voting Period Ends**

11. **Forum for Members' Questions/Comments**
    Members, Candidates and Directors spoke and answered questions.

12. **Announce Election Voting Results**
    North Glastonbury Candidates and votes received:
    59 – Newman Brozovsky
    40 – Debra DeGraaf
    35 – W. Claudette Dirkers
    60 – Gerald Dubiel
    31 – Donna Lash-Andersen
    71 – Charlene Murphy
    06 – Valery O'Connell

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South Glastonbury Candidates and votes received:
40 – Timothy Brockett
59 – Ed Dobrowski
47 – Leo Keeler
51 – Dan Kehoe
21 – Jerry Ladewig
46 – George Makris
33 – Jeffrey Reiderer

North Glastonbury Ombudsman and votes received:
55 – John Carp
07 – Daniel O'Connell
27 – Ia Williams

South Glastonbury Ombudsman and votes received:
78 – Miriam Barker
03 – Debbie Blais (write-in)

Charlotte summarized that the North Glastonbury Directors elected were Newman Brozovsky, Gerald Dubiel, and Charlene Murphy; the South Glastonbury Directors elected were Ed Dobrowski, Leo Keeler, and Dan Kehoe; the Ombudsman elected for North Glastonbury was John Carp and Miriam Barker was elected as Ombudsman for South Glastonbury.

13. Meeting Adjourned at 1:00 p.m.

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Final*

December 5, 2016

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Charlotte M. at 7:04 p.m. at Emigrant Hall.

   PRESENT: Charlotte M. (President), Dennis R. (Vice President), Charlene M. (Secretary), Rudy P. (Treasurer), Newman B., Ed D. (left at 10pm), Gerald D., Richard J., Dan K., Kevin N., Paul R. (left at 10pm), Mark S. (by phone)
   Also attending: Iona Y. (Administrative Assistant)
   Landowners: Tim B., John C. (Ombudsman), Claudette D., Dorothy K., Leo K., Jerry L., Chrystal O., Val O., Ron P., Joe T., Linda U., Ia W., Regina W., Walter W.
   Guests: Alanah G., Fred C.

2. **Set Agenda**

3. **Visiting Landowner Input Period**
   Landowners asked why all the roads were not consistently plowed and sanded after the recent snowfall; why ombudsman reports had not been on the agenda for some time; and if landowners would be allowed to speak while the attorney had the floor and during committee reports. During this period, landowner Val also served lawsuit papers to certain board members on behalf of her daughter, Christal.

4. **Officer and Committee Reports**
   4.1 President's Report – CM
   4.1.1 Attorney Alanah Griffith will be present for Questions and Answers regarding annual election results and concerns

   During the annual election on November 12, one landowner who owned multiple properties and who was entitled to multiple votes was restricted to fewer votes because her assessments were not paid up. It was discovered after her votes were processed that the landowner's assessment check was received the same day as her absentee votes. This raised the issue if the outcome of the election should be accepted despite the association's mistake, or if the association should seek to correct the mistake and have a recount. The board decided on the latter and held a recount of South votes on November 26. Concerning these events and the results of the recount, the attorney explained that many homeowners' associations do not count their votes on the day of an election (also known as the day of record or record date), but wait 3 or 4 more days to do so; that a recount could be done and redone until the board was reasonably satisfied the results were correct; and that the recount results became the results of the day of record.

   During the recount on November 26, results determined that George Makris would have been seated as the new director for South instead of Leo Keeler (the result on election day). However, Makris withdrew his candidacy four days after the record date. This brought to question how to properly handle the vacancy. The attorney explained that the board had the flexibility and options of holding an election for the one vacant position; conducting a do-over special election for the whole of South; or appointing a new director by board motion. The board considered these options.
   Motion: Kevin motioned and Dennis seconded to accept Leo K. onto the Board because George M. withdrew and Leo was next in line. **Motion carried** (7 in favor, 1 opposed - Gerald, and 2 abstentions - Ed and Paul).

   The attorney also addressed concerns about proxies, stating that it was standard for LLCs to designate representatives; that it was not required that the organization specifically put their choice in writing; that individuals designated proxies; and that individual proxies did need to be in writing. Again, according to the attorney, the board had the right to define how they would practice official recognition of these.

4.1.2 Board orientation, Conflict of Interest Statement; Confidentiality Agreement
The board decided to seek legal opinion concerning the Conflict of Interest & Confidentiality Agreements; however, board members were welcome to sign. Charlotte asked board members to put concerns in writing and send them to her or Dennis - Tabled.
Action Item - *Iona will scan and return any signed statements to directors for their records.*

4.1.3 Election of Officers
The following positions were determined by secret ballot:
President: Dennis 7, Charlotte 4, 1 abstention.
Vice President: Dan 7, Kevin 5
Treasurer: Mark Seaver (unopposed)*
Secretary: Charlene 9, Val 2, 1 abstention

*Charlene proposed the idea of a treasurer's team that would consist of a designated Treasurer (Mark) assisted by another director (Dennis) who would assist with duties.

4.1.4 Re-establish committees and chairs
Committees of Directors:
Communications & Technology Committee chair is Newman with Leo, Dan, Charlotte, Charlene, and Mark as members by unanimous agreement.

Legal Committee chair is Dennis with Ed, Leo, and Dan as members by unanimous agreement.

Project Review Committee: Gerald nominated Kevin and Kevin nominated Gerald to be co-chairs of the PR committee with members Ed, Richard, Leo, and Paul by unanimous agreement.

Road Committee: Dan motioned and Charlotte seconded to appoint Ed and Paul as co-chairs. Motion carried unanimously.

Advisory Committees to the Board:
Road and Weed Committee co-chairs are Ed and Paul and members are Newman, Gerald, Richard, Claudette D., Valery O., and Walter W. by unanimous agreement.

Finance Committee chair is Mark and members are Dan, Charlotte, Valery O., Rudy P., and Regina W. by unanimous agreement.

Community Property chair is Charlotte with members Claudette D., Dorothy K., Valery O., Linda U., and Ia W. by unanimous agreement.

Governing Documents Committee chair is Leo and members are Dan, Claudette D., Valery O., Linda U., and Regina W. by unanimous agreement.

Election Committee co-chairs are Charlene M. and Kevin N. with members Ed, Claudette D., Jerry L., Valery O., Wendy R., Andrea S., and Linda U. by unanimous agreement.

4.1.5 Committee Meetings at Liberty Hall Youth Center
The NG Teaching Center asked that committee meetings no longer be held in the Liberty Hall kitchen and offered use of the Youth Center, at $30 per meeting, as an alternative. **Motion:** Ed motioned and Paul seconded to use the Youth Center for committee meetings. In discussion, Walter W. offered use of Spectec for meetings free of charge and the idea of holding meetings in private homes was mentioned. **Amended motion:** Ed amended his motion and Paul seconded to use any of the possible locations: the Youth Center, Spectec, or private homes for community

meetings. **Motion carried unanimously.**

4.1.6 Determine meeting dates for 2017
Motion: Charlene motioned and Ed seconded to accept the dates as presented. **Motioned carried unanimously.** In discussion, Rudy suggested moving the December 4th meeting to Wednesday, December 6th to allow the treasurer more time to put his report together.

4.1.7 Set 2017 goals
Committee chairs were reminded to work with their committees to establish goals.

4.1.8 Revisit the prayer/no prayer standard for the year
Motion: Ed motioned and Paul seconded to keep the opening prayer. **Motion carried** (8 in favor, 4 opposed - Charlene, Leo, Mark, Dennis). In discussion, it was suggested that an opening officer be designated, and that officer could decide if a prayer, moment of silence, or both be used at each meeting.

4.2 Road and Weed / Management Committee Report – PR / ED/ DR

4.2.1 Snow Plow Contract with Fred Counts
The board established that Fred would be covered by liability insurance and that should a landowner's vehicle get stuck in the snow due to his plowing, Fred had the authorization to do what was needed to assist. It was also suggested he put "caution" signs up at the top and bottom of the hill when plowing in High South.
Motion: Richard motioned and Kevin seconded to accept the contract as presented. **Motion carried** (10 in favor, 1 opposed - Ed, 1 abstention - Dan).
Action Item: ***The Road Committee will discuss setting the standard of plowing based on safety (i.e. iciness), instead of based on inches of fallen snow.***

4.2.2 Snow Plow Coordinator
Ed was designated as the coordinator for South. Landowners could call Ed at 220-5324 after 6am to report snow conditions and he would convey the information to Fred. Gerald was suggested as the possible coordinator for North.

4.3 Treasurer's Reports – RP

4.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary Nov. 2016
Rudy reported that the overall collection rate on invoiced assessments was higher than last year, which meant more funds for the 2017 budget. The funds, which total $32,759.87, could be used to cover use of the Liberty Hall Youth Center or a phone account if a phone line was put into Emigrant Hall. No motions were made.

4.3.2 2017 Budget income, increased collection rates, finalized after Dec. 31

4.4 Finance Committee Report – RP

4.4.1 Discuss payment plan NG 48-3
The landowners were seeking legal advice on how to handle their debt to the association, which was complicated by the bankruptcy of their tenant. The landowners' recent payment was considered a step of good faith; however, a payment plan still needed to be established at $1400 a month.
Action Item: ***Rudy will hand off management of the new payment plan to Mark.***

4.4.2 Attorney verbal opinion re: accounts increased after recalculations
The attorney explained that the statute of limitation was five years; that most boards would waive mistakes such as those the association was considering; and that if the membership was ok with it, to just forgive the overages. Further discussion included crediting or waiving the difference on accounts where the landowner was making an effort to make payments (although they may not be on a payment plan). Using the

term "discount" signified that the landowner owed the amount, but wasn't obligated to pay it. **Motion:** Dan motioned and Kevin seconded to do a discount after the recalculations where there was an overage on parcel NG 28-B, NG 7-A, NG 32-C, SG 93-A, SG 35-C, SG105-B, and NG 47-F. **Motion passed unanimously.**

4.4.3 Collection Procedure, review draft incorporating landowner input
Motion: Charlene motioned and Dan seconded to adopt the procedure. **Motion carried unanimously.** Subsequently, the board discussed the process of demanding payment and that the board should look at cases individually to decide the feasibility of getting money.

4.4.4 Interim interest rate/no compound interest
Move to Unfinished business.
Action Item: ***Dan will send Alanah a proposed motion with an interim interest rate as mentioned under 4.10.2 of the October 3 meeting minutes.***

4.5 Secretary's Report – CRM
Charlene provided an overview of what was ahead in terms of mailings – statements, financials, and the January newsletter, and the timing and grouping of what would be sent. Discussion included the necessity of the board to approve the new budget before anything could be sent out.

4.5.1 Annual meeting Nov 12 and recount of SG votes
Action Item: ***Charlene will put together an addendum reflecting the recount.***

4.5.2 Election Committee meeting January 2017 re: new/revised procedures
The meeting would be postponed until after the advisory committee met at Jerry L.'s home on January 11th.

4.6 Project Review Committee Report – GD / KN

4.6.1 Review newly completed dwellings and assessments for 2017
NG 28 - The new modular home was now on its foundation, so the additional dwelling assessment would be applied.
SG 68 - Plans to build were rescheduled for 2017. The new assessment was retracted.
NG 61 - Two full dwellings were recognized on the property. The additional assessment would be applied.
Action Item: ***Rudy will communicate additional dwelling assessments with Micah.***

The board addressed allegations that director Ed D. circumvented proper project review application procedures and put in an illegal driveway. Dennis requested to put this topic on next month's agenda, as well as all unfinished business, after the first landowner comment period at next month's board meeting.

4.7 Communications & Technology Committee Report – DR / MS

4.7.1 Revised tracking system for landowner communications

4.8 Legal Committee Report – CM / DR

5. Approve Minutes: 11-4-2016; Annual Meeting 11-12-2016; Closed Session 10-3-2016
Motion: Charlene motioned and Kevin seconded to approve the three sets of minutes with an addendum for the November 12 Annual Meeting vote counts from the recount on November 26. **Motion carried** (8 in favor, 1 abstention - Leo).
Action Item: ***Charlene will compose the addendum and attach it to the November 12 minutes.***

6. UNFINISHED BUSINESS

6.1 Sump on Capricorn Road

6.2 Charging for research time on Document Requests

7. **Visiting Landowner Input Period**

8. **NEW BUSINESS**

9. **Adjournment**
   The meeting was adjourned at 11:03 p.m.

10. **Next Board Meeting: January 9, 2017**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

January 16, 2017

1. Call to Order, Pledge of Allegiance, Prayer and one minute of silence

The meeting was called to order by Dennis at 7:05 p.m. at Emigrant Hall.

PRESENT: Dennis R. (President), Dan K. (Vice President), Charlene M. (Secretary), Mark S. (Treasurer by phone), Newman B., Ed D., Gerald D., Richard J., Leo K., Charlotte M. Kevin N., Paul R. (by phone until 9p.m.).
Also attending: Iona Y. (Administrative Assistant)
Landowners: Donna A., Charles B., Miriam B. (ombudsman), Debbie B., John C. (ombudsman), Herb D., Joanna D., Debra D., Claudette D., Dorothy K., Michael L., Sally M., Alan P., Jeff R., Joe T., Linda U., Ia W., Regina W.

2. Set Agenda

Charlene added 4.1 Election committee meeting
Kevin added 5.2.2 NG 8 greenhouse final review
Leo added agenda item 5.4.4 Ownership of Lots NG 36 & 69
Charlene added agenda item 5.8.2 Conflict of Interest Policy & Confidentiality Agreement
Leo added agenda item 5.8.3 Confidentiality Stamp on Emails

3. Visiting Landowner Input Period

Landowners questioned when they would receive assessment statements and when first quarter payments would be due. One landowner asked if he would be allowed to speak during the discussion period of his topic. One landowner read aloud her letter expressing concerns about discrimination, integrity, and collaboration as practiced by the board. Regina pointed out the importance of including the missing financials in this month's treasurer's report.
Action Item: ***Mark will communicate with Regina via email or phone to produce missing financials: previous year's comparison on the balance sheet and fund report.***

4. Unfinished Business

4.1 Election Committee Meeting – CM *(added to agenda)*

The next election committee meeting was scheduled for Friday, February 10th at 7p.m. at location TBD.

5. Officer and Committee Report

5.1 President's Report – DR

Dennis proposed fielding landowner questions and comments during the discussion period for each item on the agenda to potentially eliminate the need for the landowner comment period at the end of the meeting. The board would discuss each issue first; if time allowed, the audience would then be invited to speak.

5.2 Project Review Committee Report – GD / KN

Kevin reported there were no new project applications at this time and that the committee's goal was to work on a checklist that would be used with every project application to make sure all requirements were satisfied.

5.2.1 Discuss walkway/driveway on SG 39-E

Landowner Alan P.-from Lot 38 1B expressed concern that the walkway in question crossed onto Sunshine Place, which was not owned or maintained by the GLA. Alan felt the walkway should not have been put in and asked for it to be removed. Tire tracks were observed by multiple people over the walkway, suggesting it was being used as a driveway. In response, Ed, who had put in the walkway, explained he had been asked to put in a wheel barrow-wide walkway, not a driveway, which did not require a project review. He thought the walkway was completely on SG 39-E's property. Different

solutions were suggested, including obtaining permission from all the owners on Sunshine Place since they would be collectively responsible for maintaining a portion of the walkway and increased traffic on Sunshine Place.
Action Items: ***Readdress the issue at the Project Review Committee meeting on February 6th. Ed will contact the owner of SG 38 1A this week, request that either a project review application be submitted, or that half the culvert be removed (to make it 4 feet wide).***

Mark felt something should be done about Directors who do not follow policy. Dennis suggested resolving the project issue first, and handling director overreach afterwards.

The next Project Review Committee meeting was scheduled for February 6, location TBD.
Action Item: ***Charlene will contact St. John's Church and Seven Point Ranch to inquire about availability and pricing for committee meetings.***

5.2.2 NG 8 Greenhouse Final Approval – KN ***(added to agenda)***
Gerald verified that the project was completed according to regulations and the area was properly reseeded, satisfying all requirements. Bond was refunded.

5.3 Treasurer's Reports – MS

5.3.1 Profit & Loss, Balance Sheet, Deposit/Check Details, Customer Balance Summary – December 2016
Mark reported that we did not have complete numbers for 2016 yet. He expected to have end-of-year reports finalized for the board meeting on February 13th. Highlights included: that the association collected $27,000 more than was budgeted and over $31,000 in past due assessments; and that 89% of invoices were collected for 2016, 4% more than the projected 85%. Overspending occurred within the accounting and administrative budgets. Also, it was discovered that 4 landowners were not being sent statements; this was corrected.
Action Item: ***Mark will try to get the Treasurer' Reports from the accountant a week and a half before each board meeting and immediately send the reports to the whole board so they can be reviewed sooner.***

Regina pointed out there were 2 cash profit & loss statements, but no profit & loss accrual report.
Action Item: ***Mark and Regina will discuss P&L accrual and which funds to move; according to Regina, some are missing and one has to be handled differently; Regina will email Mark with details.***

5.3.2 Draft 2017 Budget
Charlene noted that the 2017 budget needed to be mailed no later than February 15th and suggested making changes based on the 89% collection rate. Finalizing the budget would be addressed at the finance committee meeting on January 30th at 7pm at Dennis' house.

5.4 Finance Committee Report – MS

5.4.1 Discuss 15% interim interest rate/no compounded interest
Leo felt the last few correspondences from the attorney were mixed; that one letter suggested the board could decide the interest rate in the interim, before the membership voted; but in a later letter Alanah referenced the 12.01 Variance Code which stated that variances were case specific, meaning it could not be used to change a broad scope item, such as the interest rate.

The board considered seeking declatory judgement instead of relying on a membership vote to determine what interest rate to use; going forward with collections, collecting as

much as possible, waiting for a landowner to sue the GLA, and allowing the court to dictate the acceptable rate; putting an amendment change (15%) up for vote in April and working on encouraging community participation in the meantime; or seeking a third legal opinion, voting for a rate in the interim, and working on community involvement for greater turn-out for a future vote. The Board decided to continue the discussion under 5.4.3 .

5.4.2 Request for waiver of interest NG 25-2

Michael L. claimed he had not received more than four correspondences from the GLA in the last ten years; that he had attended meetings and often gave his mailing information, but still did not receive mailings; and that the treasurer's letter he received in December threatening to file a lien on his property was the first "bill" he received in 2016. Leo declared he had a personal conflict of interest in addressing this landowner's issue, but the Board did not address his concern before voting. **Motion:** Charlene motioned and Kevin seconded that interest in the amount of $46.93 be waived for Mr. Laverty for 2016 due to a potential QB error, and any mistakes in his contact info be fixed. **Motion passed unanimously.**

Action Item: ***Regina suggested that Mark look at the auto-generate bulk invoicing list in QuickBooks to check if Michael L. is listed. If not, customer info will need to be input manually.***

5.4.3 Collection Attorney, Demand letters, when to send letter

The board considered sending collections letters out now; proposing a governing documents change in April; seeking attorney advice; or returning to committee for discussion & feedback. Debate continued over the wording: "highest by law" vs. "15% or the highest by law" and the risks and implications of each. The importance of seeking legal clarification about retroactivity was stressed. **Motion:** Charlene motioned and Charlotte seconded to establish Rick Landers as the collection attorney and get his legal advice in writing. **Motion carried** (11 in favor; Paul was no longer on the phone and present to vote)**.**

Action Item: ***Leo will set up a governing documents committee meeting at his house to produce a proposal by the February board meeting for either 1) new wording of highest interest allowed by law, retroactive, and/or stating an interest rate – i.e. 15% or 2) develop a survey of landowners on what the landowners want the interest rate to be.***

Action Item: ***Dan and Leo will draft a letter to Rick Landers with a list of questions pertaining to changing the interest rate; that the membership didn't pass at 12%, and ask for case reference where any HOA/LOA lost all interest or interest was reduced below state maximum. Attorney's response could be as an email: a written document that can be shared with the membership.***

Action Item: ***Charlene will ask the former treasurer to send us a copy of the demand letter he sent to landowners and to whom.***

5.4.4 Ownership of Lots NG 39 & 65 – LK ***(added to agenda)***

Questions had not yet been formalized – moved to Unfinished Business.

Action Item: ***Dan and Leo will formalize questions regarding ownership of lots NG 39 & 65 and who to foreclose on if GLA went to collect.***

5.5 Secretary's Report – CRM

5.5.1 Officially Approve All Committees

Motion: Charlene motioned and Kevin seconded to formally accept all committees. **Motion carried unanimously**.

5.5.2 Welcome Letter

Charlene reported thirty-five letters were sent out and three new landowners responded, requesting to be added to email opt-in.

5.6 Road and Weed / Management Committee Report – PR / ED/ DR

5.6.1 Discuss Dodge plow truck repairs

The Dodge was fixed, but Ed still felt the association needed another plow truck & sander. Whether or not Fred Counts would continue as the mechanic for the association would be decided by the road committee.

5.6.2 Report on recent Road Committee meeting

Action Item: ***Walter W. will work on snowplow guidelines for the contractor Fred C.***

5.6.3 Discuss purchase of another snow plow truck, plow and sander

Ed was concerned the last snowstorm was not handled well and felt a second plow truck was needed for safety. The board revisited the idea of starting a heavy equipment or capital fund and the present availability of funds. Some felt the newly initiated snowplow contract with Fred Counts should be given a chance instead of spending more money. The conversation shifted to ordering Fisher sand and if a load could be put on Joanna D.'s property so she could distribute it.

5.7 Communications & Technology Committee Report – NB

5.7.1 Charging for research time on Document requests

Newman felt that the number of documents as well as the research time to fulfill each request should be considered; that the board should not charge the whole community for individual requests; and that more discussion was needed.

5.7.2 Revised tracking system for LO communications

Mark planned to undertake this project after gaining competency with financials.

5.7.3 Complaint SG 53 – LK

This long-term issue had been addressed by different boards and currently had potential to go to court. Leo, Kevin, and Dan planned to work with the landowners involved to understand the history and find a solution.

5.8 Legal Committee Report – CM / DR

5.8.1 New lawsuit by Chrystal O'Connell – DK

The association was covered under the old insurance policy. Brown Law firm filed a counterclaim that the lawsuit was almost identical to a previous one filed in early 2016 by Chrystal's parents, who were the real party of interest. The counterclaim asked for the case to be dismissed on these grounds.

Action Item: ***Dan will upload the Association's counterclaim to the website.***

5.8.2 Conflict of Interest & Confidentiality Agreement – DR ***(added to agenda)***

Dennis had asked Alanah's opinion on the legality of the GLA having its own confidentiality & conflict of interest policies and if all the directors needed to sign it. Alanah felt there maybe additional liabilities for individuals by signing it and that in general, the Montana non-profit corporations act covered confidentiality & conflict of interest, so it was not necessary for the GLA to adopt their own policies. Alanah was doing further research and would respond in writing.

Leo felt the board's current conflict of interest policy centered on financial gain, but not *personal* conflict of interest, where one could personally benefit from the situation in a non-financial or economic nature. Leo requested that Alanah address this also.

5.8.3 Confidentiality Stamp on Emails – LK *(added to agenda)*
Leo expressed concern about the statement or "stamp" at the bottom of emails and how it seemed to force email exchanges into being classified or closed meetings with the board.
Action Item: ***Dan and Leo will develop questions asking Alanah about the legality and implications of the confidentiality "stamp" at the bottom of every GLA email, and request the answer in writing.***

6. Approve Meeting Minutes: 12-5-2016 & Closed Session 12-14-2016
Motion: Charlene motioned and Kevin seconded to approve the 12-5-2016 minutes as written. **Motion carried unanimously.**
Motion: Charlene motioned and Dan seconded to approve the 12-14-2016 draft as written. **Motion carried unanimously**.

7. Visiting Landowner Input Period
Landowners expressed gratitude at being allowed to speak during the meeting and stated that requests for documents would diminish if meetings continued to be run as openly and transparently as this one.

8. NEW BUSINESS

9. Begin Closed Session

9.1 Discuss new lawsuit by Chrystal O'Connell - TABLED

10. Adjournment
The meeting was adjourned at 9:50 p.m.

11. Next Board Meeting: Feb 13, 2017 at 7p.m. at Emigrant Hall

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

February 13, 2017

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1. Call to Order

The meeting was called to order by Dennis at 7:00 p.m. at Emigrant Hall.

PRESENT: Dennis R. (President) Dan K. (Vice President), Mark S. (Treasurer on the phone), Charlene M. (Secretary), Newman B., Ed D., Gerald D., Richard J., Leo K., Charlotte M., Kevin N., Paul Ranttalo.
Also attending: Iona Y. (Administrative Assistant)
Landowners: Miriam B., Claudette D., Sally M., Dorothy K., Alan P., Kristen P., Jeff R., Joe T., Ia W., Regina W., Walter W.

2. Set Agenda

3. Visiting Landowner Input Period

Landowners asked why committee meetings were being held at Liberty Hall again, despite the NG Teaching Center's request to discontinue use in December; if they'd be allowed to speak after each topic was addressed; and concerns were expressed over damages to Dry Creek and Capricorn Roads. One-inch grooves that skimmed down to the old asphalt were observed throughout Dry Creek. Attendees speculated the cause was snow plowing, but could not determine who caused - or would be responsible for- the damages. Flooding had created ditches across Capricorn; Paul suggested creating culverts would solve the problem.

4. Unfinished Business

4.1 Discuss ownership of NG 39 & NG 65

In an email sent the prior week, Leo and Dan presented attorney Rick Landers with the issues and requested a conference call with the legal committee to determine what was needed for the GLA to proceed forward with collections of outstanding assessments. Charlene asked and Leo acknowledged that general questions about collections could also be addressed during that call.

5. Officer and Committee Reports

5.1 President's Report – DR

5.1.1 Phone line in Emigrant Hall

Action item- ***Dennis will follow up with Rose Rigler.***

5.2 Project Review Committee Report – GD / KN

5.2.1 NG 54-D Pole Barn New Project

Gerald declared he intended no conflict of interest in creating the plat map for this property; that he received no compensation for the service; and that his intention was to create something that could be used as an example with the checklist the project review committee had been working on. The landowner was concerned there was no representative he could contact to speak for his subdivision association; however, he had contacted the four other members of the subdivision. Discussion included the necessity of receiving subdivision association approval; producing a document stating the association was no longer in existence and a document that neighbors in the subdivision could sign to approve the project; the board's responsibility to recommend rather than enforce adhering to subdivision covenants; and the board's power to reject a project application based on lack of subdivision approval. **Motion:** Paul motioned and Richard seconded to approve the project upon payment of the outstanding $165, with the caveat that the GLA will approve the project because it meets the GLA Master plan and covenants; but that the GLA was not stating that the project meets the Emigrant Vistas Minor subdivision covenants. All disturbed land will be reseeded and all necessary permits would be required. **Motion carried** (11 in favor; 1 abstention - Mark who had difficulty hearing the full discussion over the phone).
Action Item: ***Charlene will email the landowner to explain the motion and caveat.***
Action item: ***Iona will complete the subdivision section of the application.***

5.2.2 Discuss driveway/walkway on SG 39-E and SG 38

Ed reported he took out 4' of the culvert, but felt it wasn't the association's place to tell the landowner to remove the entire walkway. This raised concerns since Ed had indicated at the last project review committee meeting that he would remove the entire walkway and the walkway was currently blocking water flow.

Action Item: ***Ed to ask Damian K. to clean the culvert since this was his project.***

Action Item: ***Ed to notify Lyda that if the culvert remains in place, she will be responsible if it floods in the future.***

5.2.3 Discuss Ed's actions related to SG 39-E

Some members of the board felt Ed was not at fault because there were no project review requirements for walkways. Some directors questioned the consistency of Ed's explanations regarding his knowledge and involvement in the project. Dennis and Dan requested Ed to exercise more caution and discernment in the future before proceeding with projects: to hold a higher standard as a representative of the GLA board. **Motion:** Mark motioned for Ed to not be reinstated to the project review committee. **Motion withdrawn.** Mark withdrew his motion since this was being discussed under 5.2.4.

5.2.4 Vote Ed on the PR committee

Motion: Charlotte motioned and Gerald seconded to reinstate Ed onto the PR Committee. Discussion included defining walkway standards in the future so clear parameters were set. **Motion carried** (8 in favor; 3 against – Leo, Dennis and Mark; 1 abstention – Ed).

5.2.5 Updated checklist for use by both GLA admin assist and PR committee members

Action Item: ***Kevin will email the checklist to the board for input and review it at the March board meeting.***

5.3 Treasurer's Reports – MS

5.3.1 Highlights: P&L, Bal. sheet, Dep/Check Details, Customer Bal Sum. Jan 2017

Mark felt there was not much to report for January, since statements were recently sent out and assessments were still coming in. For this reason he did not run the customer balance summary.

5.3.2 2016 End of Year Reports

Posted on website: 2016 assessment payments were at 89% compliance, $12,000 were prior land assessments and $4,000 in prior dwelling assessments collected in 2016. Fund Report- almost $1300 was in the NG chip seal fund; $40,000 in NG road fund; quality chip seal in NG will cost $150,000. $25,000 was in the SG road fund; some extra money went into gravel; working on some roads not well graveled last year; $13,000 moved into snow removal fund.

5.3.3 2017 Budget

Motion: Mark motioned and Charlene seconded to adopt the draft budget for 2017. **Motion carried unanimously.**

Motion: Charlene motioned and Charlotte seconded to accept the January 2017 treasurer's report with one correction on the balance sheet: the money given as a construction bond be moved out of reserve cash and into 004 savings; and also to approve the end of year reports scheduled to be mailed to the membership. **Motion carried unanimously.**

Action Item: ***Mark to ask Micah to move the funds appropriately.***

5.4 Finance Committee Report – MS

5.4.1 Collection Attorney, Rick Landers, Demand Letters

The board reiterated the need to meet with Landers; additionally, to give him the list of delinquent accounts and ask his advice on course of action.

Action Item: ***Legal committee will meet with Rick Landers to discuss multiple things: the interest rate change; steps of moving in collections; ownership of HG 39 & NG 65 and who to collect from; and how to get all information documented to prevent problems in the future.***
Action Item: ***Move 4.5.1 under legal committee for March board meeting.***

5.5 Secretary's Report – CRM

5.5.1 Treasurer / Admin work flow

A new system was developed to compensate for Mark being long distance. Iona had taken on the treasurer's tasks of picking up checks and creating spreadsheets; Charlene was depositing the checks.

5.5.2 Resident as a representative for an individual landowner

The board questioned if a landowner could create a trust and that trust could designate a representative, why couldn't a landowner do that and appoint another landowner, since proxies and representatives of trusts could both be non-landowners?
Action Item: ***Add this question to Rick Landers' list of questions.***

5.6 Road and Weed / Mgmt Committee Report – PR / ED

5.6.1 Contractor snow plow guidelines

Tabled for in-depth discussion at the road committee meeting and to be readdressed at the March board meeting.

5.6.2 Generic snow plow contract for back up plow contractors

The contract would need to be customized with specific terms per contract. Walter W. suggested the contract could be applied to all contractors, not just plowers; the contract would be further developed at the road committee meeting.

5.6.3 Non board members to dispatch plow drivers

Instances were cited in which snow coordinators could not reach appropriate road committee members to notify them of dangerous road conditions and dispatch plowers. Dan cited Bylaws 6, Article 6: that stated the board could appoint agents for such positions. **Motion:** Dan motioned and Charlene seconded that if the snow plow coordinators couldn't get a hold of a board member on the road committee or an officer, and snow conditions met the threshold of our snowplow guidelines for safety or depth of snow or ice, they were authorized to call out the plow or sander as needed. Concerns over safety, communication, responding in a timely manner, the budget, and authorizing specific individuals instead of authorizing a position were discussed. **Motion amended.** Dan motioned and Charlene seconded that if Walter or Claudette couldn't get hold of a board member or officer that is on the road committee to report dangerous conditions that met the threshold of our snow plow guidelines, they were authorized to call out the plower or sander as needed. **Motion carried** (9 in favor, 1 opposed – Ed, 1 abstention – Paul).

Two new snow plow drivers, Todd M. and Halt R., were recently hired and would be trained by Fred C.

5.6.4 GAV Road maintenance

Leo explained that the GLA liability insurance was property-ownership based and only applied on lands owned by the GLA or that the association had a property interest in, such as the road easements and common lands; that when the GLA was established, every lot dedicated an easement to GLA, so GLA held an interest in allmthe original roads; and that GLA had no property interest in GAV even though it was part of the GLA. In regards to the truck insurance, damages to the GLA vehicle and damages to another vehicle directly caused by the GLA vehicle while it was in operation were covered. However, the liability

insurance would not cover damages that resulted from the road maintenance done by the GLA vehicle.

Dan had spoken with William S. who was the original road engineer. William mentioned that in 1997 CUT and GLA had made an agreement regarding GAV road maintenance; and that Sirius and Aries may be prescriptive easements.
Action Item: ***Dan to research the 1997 agreement between the Church and GLA / GAV and the proper legal easements on Sirius and Aries.***

5.6.5 Plowing Dry Creek Road

Discussion included the 2008 Road Policy and if it prohibited GLA from maintaining Dry Creek Road; the necessity of talking to the insurance company; seeking legal advice; the benefit of GLA snowplowing Dry Creek; and the need to get things in writing from the County. **Motion:** Dan motioned and Leo seconded for the road committee to complete and submit the Park County Road Work permit application, signed by Dennis, and also to contact our insurance for clarification. **Motion passed unanimously.**
Action Item: ***Iona to copy and submit signed work permit application to Parks Frady.***

5.7 Communications & Technology Committee Report – NB

5.7.1 Complaint Research SG 53-B

The complaint was made in 2015 and never finalized. LEo, KEvin, and Dan had met with Craig L. and some of the landowners involved; there were many issues to deal with, more landowners to meet with, and significantly more work to do.

5.7.2 "Confidentiality Stamp" on BOD emails

As per the January action item, the legal committee developed and emailed a set of questions to attorney Alanah Griffith that questioned the "stamp" as well as the confidentiality & conflict of interest agreements. Alanah had yet to respond.

5.7.3 Oversized Sign on NG 56

The landowner was sent a letter requesting that the oversized for sale sign be removed or replaced with one that met association size requirements.

5.8 Legal Committee Report – DR / DK

5.8.1 New lawsuit by Chrystal O'Connell

Dennis had nothing to report at this time; the board awaited Judge Gilbert's decision.

5.8.2 Vexatious Litigant lawsuit

Dennis had nothing to report at this time; the board awaited Judge Gilbert's decision.

5.8.3 Confidentiality and Conflict of Interest agreements

The topic was addressed under 5.7.2.

5.9 Governing Documents Committee Report – LK

5.9.1 Change of interest rate, landowner survey

Leo explained the terminology, "the highest allowable by state law," lacked specificity because there were three different MT laws that had different interest rates: two that used 18% and one that used 15%. Attorney advice was being sought. The committee produced a draft governing document amendment that was adjusted. The highlighted changes ratified everything up until January 1. 2018: the date to have the new change become effective. The previous interest rate and penalties would all be applied until that date, and the changes would bring it in compliance with the law. Leo asked the board to identify changes needed to have a draft letter emailed to Rick Landers; that the letter highlighted the intent of getting something in writing that could be shared with landowners; and asked Landers if he had any

hints of how to get the membership to vote affirmatively. The committee's goal was to have this ready for a vote at the next annual meeting in November.
Action Item: ***Dan to incorporate suggested edits in preparation for sending to Rick Landers.***

5.10 Election Committee Report – CRM / KN

During the last meeting, the committee looked more closely at proxies for corporations. As per Covenant requirements, the association would require proxies for Corporations, including annual renewal. The next election committee meeting was scheduled for Monday, March 20th.
Action Item: ***Charlene will draft a letter to Corporations, Trusts, and LLCs.***

6. NG and SG Ombudsman Report

6.1 Discuss Ombudsman receiving board emails

Charlotte felt the ombudsmen could advise the board better if they received board emails and were aware of issues. Disagreement arose since the ombudsman's role was not mediation, but to represent landowners who didn't feel comfortable coming directly to the board themselves and to communicate on the landowner's behalf.
Action Item: ***Mark will expand the ombudsman information on the website by defining the position, indicating they are available and willing to help, and providing contact information for each.***

7. Approve Meeting Minutes of 01 16 2017

Motion: Leo motioned and Dan seconded to approve the minutes with the correction under 5.3.1 to change "$27,00" to "$27,000". **Motion passed unanimously.**
Action Item: ***Iona to make the above correction.***

8. Visiting Landowner Input Period

Landowners commented on Ed's conflicting statements that caused revisiting issues and taking time.

9. NEW BUSINESS

10. Adjournment

The meeting adjourned at 10:30 p.m.

11. Next Board Meeting: March 13, 2017

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes –Final

March 13, 2017

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by Dennis at 7:04 p.m. at Emigrant Hall.

PRESENT: Dennis R. (President), Dan K. (Vice President), Mark S. (Treasurer via phone), Charlene M. (Secretary), Newman B., Ed D., Gerald D., Richard J., Leo K., Charlotte M., Kevin N. (attended via phone), Paul R.
Also attending: Iona Y. (Administrative Assistant)
Landowners: Miriam B., Annie B., Jamaica B., Claudette D., Joanna D., Dorothy K., Donna L.A., Fran N., Anju P., Alan P., Ron P. Francis R., Jeff R., Judith R., ~~Ron R.~~, Jack S., Leticia S., Rebecca T., Joe T., Linda U., Margaret W., Ia W., Regina W., and Walter W.

2. Set Agenda

Paul added 5.6.5 Blacktop engineers report
Ed added 5.7.2 Timeframe of processing small project reviews

3. Visiting Landowner Input Period

4. Unfinished Business

4.1 Road Maintenance of GAV

Action Item: ***Dan will follow up with last month's action item to determine if there was a maintenance agreement or a new easement agreement between Church Universal & Triumphant and Golden Age Village and the GLA.***
Action Item: ***Charlene will explore what it would take and how much it would cost to list Park County as an additional insured on the general GLA policy. GLA to require proof of insurance from all contractors, and ask our insurance if the GLA should be listed as an additional insured on the contractor's policy.***

5. Officer and Committee Reports

5.1 President's Report – DR

5.1.1 Phone line in Emigrant Hall

Action Item: ***Dennis will continue to follow-up with Rose R.***

5.2 Communications & Technology Committee Report – NB

5.2.1 Complaint Research SG 53-B

Action Item***: Dennis will draft response letters to Craig L. and John C.***
Leo announced he had a conflict of interest and declined further participation except to answer questions and give his opinion, when asked.

5.2.2 Complaint, Donna L.A.

Motion: Charlotte motioned and Leo seconded to form an advisory group consisting of 2 board members and 4 landowners. **Motion passed unanimously.**
Newman and Ed volunteered as board members for the group.
Action Item***: Newman will write an announcement to send to the membership describing and seeking volunteers for the advisory group. Charlene will send the announcement out via email.***
Action Item: ***Dan will develop materials addressing the standards of education and expectations that all directors would be required to sign.***

5.2.3 Complaint, Ia W.

Ia felt it was a conflict of interest when a director designs a job and also bids on that job.
Action Item: ***The advisory group will include that a board member who designs the specs for a job may not also bid on a job.***

After discussing Ia's complaint, Ed requested to be added to the Communications & Technology Committee. **Motion:** Ed motioned and Charlotte seconded to add Ed to the Communications & Technology Committee. **Motion passed** (10 in favor, 2 abstentions- Ed and Mark).

5.3 Treasurer's Reports – MS

5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust Bal Sum for Feb 2017
Concerns were raised because the P&L Accrual and Balance Sheet were missing from the report.
Motion: Charlotte motioned and Gerald seconded that all the Treasurer's Reports be done by the accountant. **Motion carried** (9 in favor, 1 opposed – Kevin, 2 abstentions – Newman and Mark).

5.3.2 Two second dwelling assessments removed
After inspection of the properties, second dwelling assessments were removed on properties owned by Craig L. and Thomas Moore School.

5.3.3 Timeline to assess interest & penalties and effects on November voting, QB internal due dates for accountant, 5% penalty quarterly or yearly
Action Item: ***Mark will talk to Micah about fixing due dates on statements in QuickBooks batch invoice, change to due date rather than due on receipt.***

5.4 Finance Committee Report – MS

5.4.1 New Liens
A small number (4 to 6) new liens were scheduled to be sent out soon.

5.5 Secretary's Report – CM

5.5.1 Communication using info@glamontana.org account
Charlene requested the board to respond to landowners' emails using the info account to provide a permanent record of all the emails the GLA received and the board's official responses.

5.5.2 Insurance info received
Covered under 4.1.

5.5.3 Committee minutes guidelines
Action Item: ***Ed to revise Project Review committee meeting minutes of March 6 as per discussion. Road Committee minutes of Feb. 22 referred back to the road committee.***
Action Item: ***Charlene to draft a committee meeting minutes template.***

5.6 Road /Weed Management Committee Report – PR / ED
Motion: Leo motioned and Mark seconded to add Ia W. to the Road committee.
Motion carried (9 in favor, 1 opposed – Ed and 2 abstentions – Charlotte and Paul).

5.6.1 Drainage problem and complaint NG 11-E
The board was in agreement that the drainage issue should be taken back to the road committee and that a concerted effort was needed to compose a single, coordinated plan in which the three landowners and GLA would each do their part.
Action Item: ***The road committee will address this problem.***

5.6.2 Engineer report Gemini & Gemini bid, Adkins
Road engineer Alan Shaw assessed Gemini as too narrow by 36" and not legal for Montana road standards.

Action Item: ***Ed to get 2 more bids from Josh Wells, Mike Adkins, Gene Lembke, and Mountain West Holdings to bring Gemini Rd. up to state standards.***

5.6.3 Road policy letter from attorney, subcommittee for road policy revisions
Motion: Charlene motioned and Dan seconded for the road policy letter written by Seth Cunningham, written for board use only, not be posted on the website or distributed to landowners. **Motion passed** (7 in favor, 3 opposed **–** Ed, Leo, Kevin, 2 abstentions **–** Charlotte, Paul).
Action Item: ***The Legal committee to redact Seth's letter***.
Action Item: ***Road Committee to address Road Policy changes to conform to Covenants.***

5.6.4 Snow plow guidelines – Tabled

5.6.5 Blacktop engineers report – PR ***(added to agenda)***
Knife River Engineer quoted $385,000 for 2" overlay including patching, crack sealing and bonding layer. Minimum cost; $140,000 per mile.

5.7 Project Review Committee Report – GD / KN

5.7.1 Project Review Checklist – Tabled.

5.7.2 Timeframe for processing small project reviews – ED ***(added to agenda)***
Ed asked the board to consider expediting the approval of small projects that were submitted a month before scheduled committee meetings. Attendees asked Ed to recuse himself since this was a conflict of interest as he was the contractor on the job. Ed recused himself.

5.8 Legal Committee Report – DR

5.8.1 "Confidentiality stamp"
Action Item: ***Dennis to contact Alanah***

5.8.2 Confidentiality and conflict of interest agreements
Same as 5.8.1.

5.8.3 Meeting with Rick Landers; interest rate change; collections; ownership of NG 39 & NG 65; individuals appointing a representative as a trust or LLC would do.
Action Item: ***Dan to follow up with Rick Landers***

5.8.4 Lawsuit by Chrystal O'Connell
The case was dismissed.

5.8.5 Vexatious litigant lawsuit
The court ruled the O'Connell family as vexatious litigants.

5.9 Governing Documents Committee Report – LK

5.10 Election Committee Report – CM
The next meeting was scheduled for March 20 at 7 p.m.

6. NG and SG Ombudsman report

7. Approve meeting minutes, 02 13 2017
Motion: Dan motioned and RJ seconded to approve the minutes. **Motion carried unanimously.**

8. Visiting Landowner input period

Regina W. suggested breaking down contractor costs into 2 subaccounts: contractor plowing and contractor sanding.
Action Item: ***Charlene will give Micah these instructions.***

9. NEW BUSINESS

10. Adjournment
Dennis adjourned the meeting at 10:35 p.m.

11. Next BOD Meeting: April 10, 2017

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

April 10, 2017

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by Dennis at 7.02 p.m. at Emigrant Hall.

Board Members present: Dennis R. (President), Dan K. (Vice President), Mark S. (Treasurer via phone), Charlene M. (Secretary), Newman B., Ed D., (Ed left at 8:15 p.m.) Gerald D., Richard J., Leo K., Charlotte M., Kevin N., Paul R.
Landowners: Jeff R., Annie B., Sally M., Debbie B., Linda U., Rebecca T., Margaret W., Olav N., Ia W., Regina W., Claudette D., Tim B., Donna A., Svend A., Chad S., Steven B., Michael L., John C., Alan P., Charles B. Miriam B., Michelle M., Vernon N., Francis N.,

2. Set Agenda

Charlene added 5.4.4 Discuss SG 23-A
Kevin added 5.2.7 Ed's position

3. Visiting Landowner Input Period

4. Unfinished Business

4.1 Road Maintenance of GAV, follow up

Dan reported he is waiting for a reply from GAV

5. Officer and Committee Reports

5.1 President's Report – DR

5.1.1 Phone line in Emigrant Hall

Dennis reported the Emigrant Hall Board or Directors decided no phone installation will be allowed in Emigrant Hall.

5.2 Project Review Committee Report – GD / KN

5.2.1 SG 56A-2 Greenhouse

Motion: Paul motioned and Leo seconded to approve the project with reseeding of the disturbed land. Ed recused himself from the vote on this project.
Motion carried unanimously.

5.2.2 NG 10B Shop

Motion: Gerald motioned and Leo seconded to approve the project provided all disturbed land is reseeded and electric permit is obtained.
Motion carried unanimously.

5.2.3 SG 28C Dwelling, Driveway, Septic

Motion: Kevin motioned and Gerald seconded to approve the project provided all disturbed land is reseeded and electric permit is obtained. **Motion carried unanimously.**

5.2.4 NG 9B Dwelling, Driveway, Septic, Well

Motion: Gerald motioned and Newman seconded to approve the project provided all disturbed land is reseeded and electrical and DEQ permits are obtained.
Motion carried unanimously.

5.2.5 SG 88B Shop

The committee was unable to verify the setback that was needed.
Action Item: ***Survey work by Gerald and Kevin to site a line to locate the existing pad in relationship to the front portion of the boundary line.***
Action Item: ***Property owner to submit a variance as per Master Plan section 4.2. The variance is estimated to be about a 41-foot setback instead of a 50-foot setback.***
Motion: Leo motioned and Dan seconded to acknowledge Article 6 J "Action by Written Consent" that will be used to make the final decision to approve this

project after survey and variance are submitted, to utilize a written consent process to vote by email. **Motion carried unanimously.**
Action Item: ***Secretary will send the completed email vote to email subscribers.***

5.2.6 PR Checklist Section I
Action Item: ***Kevin will continue to work on the checklist and the board will offer edits. Move to unfinished business on May's agenda. Add suggestion that landowners get a well log and water rights.***
Action Item: ***Fee schedule needs to be updated on the website to match the fees included with the application.***

5.2.7 Discuss Ed's position.
Motion: Kevin motioned and Mark seconded to remove Ed from the Project Review committee. **Motion carried (**7 in favor- Richard, Leo, Dan, Charlene, Kevin, Mark, Dennis; 3 opposed- Gerald, Charlotte and Paul; 1 abstention- Newman). Ed left at 8:15 p.m. and was not present.

5.3 Treasurer's Reports – MS

5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust. Bal Sum for Mar 2017
There was no motion to approve.
Action Item: ***Ask Micah to correct NG8 A-3 invoices.***

5.3.2 Electronic Payment Option
PayPal charges 2.9% plus 30 cents per transaction. **Action Item**: Mark to continue research to determine if the GLA can charge a convenience fee to cover the 2.9%.

5.4 Finance Committee Report – MS

5.4.1 Next Committee Meeting
May 4, 2017, 7:00 p.m., 12 Keaton Lane in South Glastonbury.

5.4.2 Assessment letter for NG 8B-3
Motion: Leo motioned and Charlene seconded to bill the landowner since the date of the court decision which created the lot, with interest and penalties.
Motion carried unanimously.

5.4.3 Ownership transfer issue NG 10-A
Action Item: ***Mark to send the 2017 bill to the new owners.***

5.4.4. Discuss SG 23-A
Action Item: ***Mark research and send refund if needed to SG 22-E.***
Action Item: ***Mark research inaccurate late fees for Michael L. NG 25-2***

5.5 Secretary's Report – CM

5.5.1 Committee Meeting template and input from Donna A. & Claudette D.
Discussed.

5.5.2 Insurance information from Key Insurance
Action Item: ***Charlene to follow up with Key Insurance to be sure they received the entire four page contract with Park County.***

5.5.3 General Liability Insurance for contractors
Action Item: ***Road co-chairs request that all contractors provide current and ongoing copies of their vehicle insurance and their general liability insurance.***

5.5.4 Establish Committee Communication via info@glamontana.org
Action Item: ***Charlene update email addresses for non-board committee members.***

5.6 Road /Weed Management Committee Report – PR / ED

5.6.1 Report Capricorn Drainage problem update
Action Item: ***Refer the issue back to the Road and Weed Committee and get a written proposal for the board.***

Motion: Mark motioned and Leo seconded to remove Ed from the Road Committee as a co-chair and as a committee member. **Motion carried** (6 in favor- Dan, Leo, Charlene, Kevin, Mark, Dennis; 3 opposed- Newman, Gerald and Charlotte; 2 abstentions- Richard and Paul)**.** Ed was not present for the vote.

Motion: Leo motioned and Dan seconded to appoint Dennis to Road Committee as SG road co-chair. **Motion carried (**10 in favor). Dennis recused himself.

5.6.2 Report Gemini bid and road work
Motion: Charlotte motioned and Leo seconded that the work done on Gemini be checked by a qualified engineer to see if it meets state standards or if more work needs to be done. **Motion carried unanimously.**
Action Item: ***Pay bill to Standish Excavation from the NG Road Fund. Dennis and Paul will find an engineer to inspect the road.***
Action Item: ***Dennis will contact the county officials Dept. of Natural Resources about Gold Meir Creek.***

5.6.3 Road Policy advisory group
Next meeting, April 19, 2017, 7:00 p.m. at SpecTec, 9 Polaris Way in South Glastonbury. Walter W. and Claudette D. will formulate an agenda.

5.6.4 Five-year road plan
Action Item: ***Road Policy advisory group will work on the five-year plan, send it to the Road & Weed committee and then present a final draft to the board.***

5.6.5 NG Pavement patching & ditch work bids
Four companies were contacted. Bailey Paving agreed to give a bid. Ditch work to be done by a back hoe at an hourly rate of $100.

5.7 Communications and Technology Committee Report – NB

5.7.1 Complaint Donna A. March 29, 2017
Action Item: ***Discuss at Communication & Technology meeting. Newman to set a date.***

5.7.2 New advisory group formed
Kathleen R., Ia W., Dorothy K., Newman B., Charlotte M., and Ed D. are part of the advisory group.
Action Item: ***Newman to notify group of a meeting time and place.***

5.7.3 Update on recent Complaint responses
Action Item: ***Send out final letters for complaint SG 53-B or SG 22-A with Dennis R.'s signature as president.***

5.7.4 Board education and expectations follow-up
Action Item: ***Legal and Communication committee will work on this.***

5.8 Legal Committee Report – DR/DK

5.8.1 "Confidentiality stamp" on BOD emails, follow-up with attorney
Tabled to May 8.

5.8.2 Confidentiality and conflict of interest agreements follow up
Tabled to May 8.

5.8.3 Report on meeting with Rick Landers; interest rate change; collections; ownership of NG 39, NG 65 & NG 23 put them on the lien. Notify them.
Action Item: ***All people or corporations listed as having an interest in the land NG 23, 39 and 65, should get all correspondence from the GLA and attorney.***
Action Item: ***Mark will send out the 30 day Collection letters.***
Action Item: ***30 days after assessment becomes delinquent the 5% penalty is assessed. Dennis will give Micah instructions.***
Action Item: ***Ask Micah to change Due Date on statements and invoices; Jan 31, April 30. July 31, October 31.***

5.8.4 Covenant and Master Plan enforcement, shelters and industrial activity
Action Item: ***Governing Documents committee will study advice from Alanah which outlines a set of procedures to enforce the covenants and possible fining system of $10-20 per day penalty until violation is corrected.***

5.9 Governing Documents Committee Report – LK

5.10 Election Committee Report – CRM / KN

5.10.1 Oct 31 Cutoff date for voter eligibility

5.10.2 Input from Kevin and Charlene
Motion: Kevin motioned and Leo seconded to implement the cutoff of date for voting eligibility as October 31and accept the details as written in Kevin's proposal**.** This cutoff date will apply to the November 11, 2017 annual meeting only. **Motion Carried** (6 in favor- Gerald, Richard, Kevin, Leo, Mark and Dennis; 5 opposed- Newman, Dan, Charlotte, Charlene and Paul).

Details of Kevin's proposal,1-5:

1. Have a cutoff date of 10-31-20 17 to receive payments for all delinquent accounts in order to be eligible to vote.
2. Mail-in payments for 2017 4th installment must be postmarked on or before 10/31/17 and must be received in the GLA PO Box by 4 pm Thursday Nov 9, 2017 to be eligible to vote. No mail will be collected after this time before GLA Election Day.
3. No walk-in payments on GLA Election Day to become eligible.
4. No payments will be processed on GLA Election Day.
5. Mail-in absentee ballots must be received in the GLA PO Box by 4 pm Thursday, Nov 9, 2017. No mail will be collected on Friday Nov 10, 2017. It is a holiday. No mail will be collected on Election Day, Saturday, Nov 11, 2017.

6. NG and SG Ombudsman report

7. Approve Meeting Minutes, 03 13 2017
Motion: Leo motioned and Dan seconded to approve the minutes with two edits. **Motion carried (**10 in favor; 1 abstention- Kevin).

8. Visiting Landowner input period

9. NEW BUSINESS

10. Adjournment: Dennis adjourned the meeting at 11:58 p.m.

11. Next BOD Meeting: May 8, 2017

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

May 8, 2017

CONFIDENTIAL – DO NOT COPY

1. **Call to Order**
   The meeting was called to order by Dennis at 7:00 p.m. at Emigrant Hall.

   PRESENT: Dennis R. (President), Dan K. (Vice President), Mark S. (Treasurer), Charlene M. (Secretary), Newman B., Gerald D., Richard J., Leo K., Kevin N., Paul R. (Paul left 10:00 p.m.)
   ABSENT: Charlotte M.
   Landowners: Donna A., Sven A., Charles B., Miriam B., Steve B., Debbie B., Tim B., John C., Claudette D., David H., Dorothy K., Michael L., Michele M., Chuck M., Sally M., Fran N., Vern N., Jeff R., Bob S., Kristi S., Chad S., Linda U., Ron W., Chris W., Ia W., Regina W.

2. **Set Agenda**
   Charlene added 5.6.6, Elect NG Director to Road Management Committee
   Dennis added 5.1.3, Education of the board

3. **Visiting Landowner Input Period**

4. **Unfinished Business**
   4.1 Road Maintenance of GAV, follow up
   Action Item: ***More research by the legal committee regarding settlement agreement from 1998, between CUT and GLA. Follow up in June BOD meeting.***

5. **Officer and Committee Reports**
   5.1 President's Report – DR
   5.1.1 Resignation of Director Ed D.
   Dennis reported Ed D. resigned May 2, 2017.

   5.1.2 Filling vacancy of SG Director
   Action Item: ***Modify newsletter announcement of the board vacancy to include positing candidate bios on the website. Vote at Special Meeting of the Board before the regular meeting on June 12 to fill the vacancy.***

   5.1.3 Education of the board
   Handout of definitions. 1.Self-dealing, 2. Fiduciary duty 3.Conflict of Interest.
   Action Item: ***Dennis to provide ongoing board education.***

   5.2 Project Review Committee Report – GD / KN
   5.2.1 SG 41-D, Driveway extension and drain field replacement/repair.
   Motion: Leo motioned and Kevin seconded by email vote, April 22, 2017, to approve immediate repair of the drain field for health reasons. **Motion passed** (11 in favor; see email voting record attached). **Motion:** Kevin motioned and Gerald seconded to approve the 300-foot new driveway with the requirement of reseeding any disturbed land. Voice vote. **Motion passed unanimously.**

   5.2.2 Procedure for drain field repair. Motion: Kevin motioned and Mark seconded that a replacement drain field requires a PR application and Form C and provide a Park County permit. Roll call vote. **Motion passed unanimously.**

   5.2.3 Discuss requiring PR applicants to include their private subdivision covenants.
   Action Item: ***PR committee review the PR instructions for possible revision related to private interior subdivision covenants to be submitted for 30-day review by landowners.***

   5.3 Treasurer's Reports – MS
   5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust Bal Sum for Apr 2017
   Motion: Dan motioned and Paul seconded to approve the April Treasurers reports. Roll call vote. **Motion passed unanimously.**

Action Item: ***Mark to ask accountant Micah, to add a column to P&L budget performance cash of the previous year for comparison.***

5.3.2 Electronic Payment Option
Motion: Leo motioned and Dan seconded to set up a PayPal account using Master Card, Discover and American Express, not Visa, as a six-month test. Roll call vote. **Motion passed unanimously.**

5.4 Finance Committee Report – MS

5.4.1 Letter for NG8 A-3
Motion: Charlene motioned and Leo seconded to send the letter with revisions. Roll call vote. **Motion passed unanimously.**

5.4.2 Six lien warning letters
Action Item: Mark will file 6 liens on landowners who are delinquent for 2016.

5.4.3 Next Collection steps
Action Item: ***Mark to send the Treasurer's Delinquency Letters to delinquent accounts in June with collection procedure. Demand Letters from the collection attorney in July.***

5.5 Secretary's Report – CRM

5.5.1 Board Committees and Advisory Committees
Discussed

5.5.2 General Liability Insurance for contractors
Action Item: ***GLA will require proof of liability insurance when any road bid is submitted.***

5.5.3 Newsletter
Motion: Charlene motioned Mark seconded to approve edits to article on board vacancy and to send out the newsletter.

Motion: Leo motioned and Mark seconded to have all old GLA newsletters put on the website and given to Tim B. as part of his doc request. **Motion carried** (Roll call vote: 7 in favor; 1 opposed- Dan; 1 abstention- Newman)**.**

5.5.4 Admin Tasks & July 10 BOD meeting
Motion: Charlene motioned and Kevin seconded to change the July board meeting to July 17 and the Project Review meeting to July 10. Voice vote. **Motion passed unanimously.**

5.6 Road /Weed Management Committee Report – PR / DR

5.6.1 Three Evaluation Bids from CTA Engineering re: Capricorn, Gemini and Hercules
Postpone discussion until after committee meeting.

5.6.2 Report Capricorn drainage problem near North Entrance.
Refer to committee.

5.6.3 Bailey Paving patch bid
Calls to four paving companies made, one bid received. Refer to committee.

5.6.4 Newsletter article on weed spraying
Discussed during 5.5.3

5.6.5 Five-year road plan

Motion: Leo motioned and Mark seconded to add Tim Brockett to the Road and Weed Committee. Voice vote. **Motion passed unanimously.**
Action Item: ***Next Road and Weed Committee meeting Tuesday, May 30, 2017 at 145 Hercules Rd. 7:00 p.m.***

5.6.6 Elect NG Director to Road Management Committee
Motion: Leo motioned and Mark seconded to vote Richard and Dennis on the Road Management committee and Dennis as the only Road Management Committee Chairman and Road and Weed Committee chairman.

5.7 Communications and Technology Committee Report – NB

5.7.1 Next meeting date
Action Item: ***Next meeting is Tuesday, May 16, 2017, at 12 Gemini Rd. 7:00 p.m.***

5.8 Legal Committee Report – DR/DK

5.8.1 Review letter from Attorney Alanah Griffith, April 10, 2017
This attorney letter does not state attorney client privilege.
Motion: Leo motioned and Kevin seconded to post this letter on the website. Roll Call vote. **Motion carried** (9 in favor).

5.8.2 "Confidentiality stamp" on BOD emails
Motion: Leo motioned and Dan seconded to remove the current confidentiality stamp on the board and info emails**.** Roll call vote. **Motion carried** (9 in favor).
Action Item: ***Dan will remove the Stamp which is a Google signature. If an email is confidential board members must type confidential at the top of the email.***

5.8.3 Confidentiality and conflict of interest agreements
Action Item: ***Newman and Dan will compile materials to create a Board Education Packet on confidentiality and conflict of interest.***

5.9 Governing Documents Committee Report – LK

5.9.1 Report on Covenant and Master Plan enforcement from committee meeting
Action Item: ***Board direction given to the Governing Document committee to investigate the potential of patterning an enforcement procedure along the lines of the collection procedure.***

5.10 Election Committee Report – CRM / KN

5.10.1 One vote per candidate and cumulative voting, gather information.
Refer to Election Committee meeting, Mon., May 22, 2017, 7:00 p.m. at 12 Gemini Rd.

5.10.2 Newsletter announcement
Discussed during 5.5.3

6. NG and SG Ombudsman report

7. Approve Meeting Minutes, 04 10 2017
Motion: Charlene motioned and Kevin seconded to approve the minutes. Voice vote. **Motion passed unanimously.**

8. Visiting Landowner input period

9. NEW BUSINESS

10. Adjournment
Dennis adjourned the meeting at 11:45 p.m.

11. Next BOD Meeting: June 12, 2017

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

June 12, 2017 – 7:00 pm

1. Call to Order

The meeting was called to order by Dennis at 7:01 p.m. at Emigrant Hall.

PRESENT: Dennis R. (President), Dan K. (Vice President), Mark S. (Treasurer), Charlene M. (Secretary), Newman B., Gerald D., Richard J., Leo K., Charlotte M., Kevin N.
ABSENT: Paul R.

Landowners: Donna A., Richard A., Ross B., Miriam B., Debbie B., Tim B., John B., John C., Claudette D., Micah D., Ed. D., Debbie D., Jose G., Deb H., Charlene K., Dorothy K., Michael L., Jerry L., George L., Michele M., Sally M., Tim M., Vern N., Fran N., Shannon O., Valery O., Jeff R., Wendy R., Chad S., Andrea S., Joe T., Linda U., Chris W., Ia W., Regina W., Walter W., Robert W., Mary W.

2. Commence Special Meeting

Regina W. was voted by the board to fill the SG director position vacated by Ed Dobrowski. Tally: 10 votes for Regina W.

3. Commence Regular Monthly Board Meeting

The regular meeting commenced at 7:12 p.m.

4. Set Agenda

5. Visiting Landowner Input Period

Chad S. NG 29 A & D, requested a list of landowners who may have received a financial reduction on their assessments and how much and he suggested a forensic audit of the books. Tim B. SG 88A, wanted the board to release the check registers every month. John B. SG 80, also want~~ed~~ to know of any discounts.

6. Officer and Committee Reports

6.1 President's Report – DR

6.2 Project Review Committee Report – GD / KN

6.2.1 Maaike M. NG 51-A, Project Review, new home.

Waiting for landowner to submit final DEQ permit. No work can begin on her property until the permit is given to the board.

Motion: Kevin motioned and Gerald seconded the approval of the new home project on NG 51-A under the conditions that the board receive a new updated DEQ permit and an updated plot map which matched the original plot map supplied with the application; and that the landowner obtain electric and plumbing permits and reseed disturbed land. **Motion carried unanimously.**

6.2.2 High South Homes LLC, SG 84-D, project approved 2004

The 3 bedroom septic permit for the original mobile home in 1990 that was removed about 2004, was adequate for the new 3 bedroom house. The existing driveway was installed in 1990. The GLA came into being in 1997. No motion was needed.

6.6.3 George & Camille L. SG 41-D, Project Review, addition and setback variance

Kevin asked George L. if he sent a check for $10 for the Variance H Form. George requested an email explaining the additional charge. All adjourning neighbors

approved the variance.

Motion: Leo motioned and Gerald seconded the approval of the addition, garage, shop, utility room on SG 41-D, and approve the setback variance at 37 feet rather than 50 feet subject to the removal of the current storage unit. The storage unit must be removed from the lot and the additional fee must be paid. Landowner must obtain any necessary permits and reseed disturbed land. **Motion carried unanimously.**

6.3 Treasurer's Reports – MS

6.3.1 Highlights: P&L, Bal. Sheet, Dep/Check Details, Customer Bal Sum. May 2017

Accounting fees totaled 50% of budget spent after 5 months of the year.

Action Item: ***Mark to ask Micah if he invoiced the 2nd Quarter payment for GAV.***

6.3.2 Electronic Payment Option

Action Item: ***Mark to continue to work on setting up the PayPal account.***

6.3.3 Accounting Updating

Action Item: ***Mark to work with Micah on a schedule for updating the accounting interest and database address changes, etc.***

Motion: Leo motioned and Charlene seconded to rework the draft of statement verbiage by June 25 and vote by email vote to approve the new wording. **Motion carried unanimously.**

6.3.4 Park Electric auto payment, currently paid by check by the accountant.

Motion: Mark motioned and Charlotte seconded to set up an auto payment for the electric bill which would save $1.50 on the bill and reduce accountant time and fees. **Motion carried unanimously.**

Action Item: ***Mark to set up the auto payment.***

6.3.5 Mark resigned as treasurer at the end of the meeting.

Leo motioned and Mark seconded to elect Regina as the treasurer effective at the end of this meeting. **Motion carried** (10 in favor; 1 abstention- Regina).

6.4 Finance Committee Report – MS

6.4.1 Second Dwelling assessments

Action Item: ***Mark will send four additional dwelling letters to landowners who may have a second dwelling: Constance B.C. SG 101, Neil and Linda K. SG 18-A, Paul R. NG 30-E, Leticia S. NG 28-A.***

Action Item: ***Leo will research SG 57 lot numbers.***

6.4.2 Next steps for collection of delinquent accounts

Action Item: ***Finance Committee will send a Delinquency letter from the Treasurer, sent by certified mail receipt.***

Action Item: ***The Legal Committee will consult with Rick Landers on the contents of the Delinquency letter.***

6.5 Secretary's Report – CRM

6.5.1 Meeting Notes –

Discussed Meeting Notes.

Motion: Leo motioned and Kevin seconded that Kevin's Meeting Notes dated 6/7/2017 be added to the GLA records to be kept as working notes. **Motion failed (**5 in favor– Gerald, Richard, Leo, Kevin, and Dennis; 4 opposed– Newman, Dan, Charlotte, Charlene; 2 abstentions– Mark and Regina).

Motion: Kevin motioned and Leo seconded to create a meeting notes folder of working notes. Working notes would not be posted on the website. A Document Request form would be required to get these notes. Statements made at a public meeting may be put in the meeting notes folder. **Motion carried** (7 in favor– Gerald, Richard, Leo, Kevin, Mark, Regina, Dennis; 4 opposed– Newman, Dan, Charlotte, Charlene).

6.5.2 Confidential topics:

Secretary presented a reminder to Directors that we do not forward PR apps, drafts of minutes or procedures, employee issues, litigation, complaints on board emails as they are unofficial or issues to be handled privately.

6.5.3 Document Requests

Motion: Leo motioned and Mark seconded that Tim B. be allowed to receive agendas from 1997 to 2000 as per his Document Request, after the Admin Assistant has returned to work and Tim is billed for the time. **Motion carried** (10 in favor– Newman, Gerald, Richard, Leo, Charlotte, Charlene, Kevin, Mark, Regina, Dennis; 1 opposed– Dan).

Second Document Request of Tim B. For copies of voter sign-in sheets from 2014, 2015 and 2016 elections.

Discussed the Particularity of Purpose for Tim to receive the sign-in sheets was to build a case for or against cumulative voting for the election committee**.**

Motion: Charlene motioned and Dan seconded to not fill the document request for sign in sheets from 2014, 2015, 2016, and use "anonymous data" instead. **Motion carried** (7 in favor– Newman, Gerald, Richard, Dan, Charlotte, Charlene, Regina; 3 opposed Mark, Leo, Dennis; 1 abstention– Kevin).

6.6 Road and Weed Mgmt Committee Report – DR/RJ

6.6.1 Road policy draft

Motion: Richard motioned and Charlene seconded to send the draft for 30-day review. **Motion carried** (10 in favor– Newman, Gerald, Richard, Leo, Charlotte, Charlene, Kevin, Mark, Regina, Dennis; 1 opposed– Dan).

Action Item: ***Secretary to send out the draft for 30-day review, and let board members and landowners make comments during that time.***

6.6.2 Spring grading

Richard contacted three contractors: Standish Excavation, Gene Lembcke and Adkins Construction. The Road and Weed Committee recommended Adkins Construction. Mike Adkins will work with Dennis to inspect ditches and culverts. Adkins will provide proof of insurance.

6.6.3 NG paving repair

Richard repaired 3 potholes on NG pavement using cold patch. Richard needed more patch material to complete the work. Cost will be less than $500.

6.6.4 CTA estimates

Committee felt the bids were very expensive and will not use the CTA Company but will wait to get advice from Mr. Nye, an engineer, in early July.

6.6.5 Weed control

Joanna D. will cut the weeds. The Board will evaluate the results of cutting the weeds instead of spraying them this year. A six-foot width on both sides of the platted roads

will be mowed. It was presented that no other bids were sought.

6.6.6 Signs, reflectors and snow fencing

Discussed how to attach reflectors to the T-Posts. Will use the white reflectors we have on hand.

Action Item: ***Richard will follow up on the reflectors and the 25 MPH signs.***

6.6.7 Hercules erosion update

Discussed asking engineer, Mr. Nye, to look at it.

Action Item: Walter & Dennis will fill out the necessary forms with state water quality department located in the Forest Service building in Livingston.

6.6.8 Add Jeff R.

Motion: Dan motioned and Leo seconded to add Jeff R. to the road committee.
Motion passed unanimously.

6.7 Communications and Technology Committee Report – NB

6.7.1 Michele M. complaint 4/23/2017

This complaint involved GLA board members Charlotte M., Paul R., and Gerald D. and concerns of;

1. trespassing onto Michele's property during the construction of a greenhouse,
2. a conflict of interest between their roles as GLA board members
3. a violation of their fiduciary responsibilities as GLA board members.

Motion: Leo motioned and Kevin seconded that Charlotte M. and Paul R. be censured for their involvement with the greenhouse and not following their fiduciary responsibilities to the landowners. **Motion carried** (6 in favor– Gerald, Leo, Kevin, Mark, Regina, Dennis; 3 opposed– Newman, Dan, Charlene; 1 abstention– Richard; Charlotte recused herself).

President Dennis Riley stated no further GLA board action was appropriate or within the purview of the Board as the impacts from the trespass was a civil issue between the two landowners involved.

Action Item: ***Leo will write the censure.***
Action Item: ***Road and Weed Committee will finalize the letter to Leticia S. NG 28-A, regarding water drainage issue on Capricorn.***

6.7.2 Follow-up letter, dog barking complaint

Action Item: ***Newman to finalize the follow up letter to include a timeline for a response from John C.***

6.7.3 B.E.E. Board Education and Ethics advisory group

Action Item: ***Newman will discuss meeting times with the advisory group.***

6.7.4 Donna A. complaint 3/29/2017, resolution: public apology

Charlotte made a public apology to Leo and Leo accepted her apology.

6.8 Legal Committee Report – DR

6.8.1 Status of Sirius Road and easements

Discussed the need to work on exchanging easement locations for Aries Dr, obtaining an easement for Sirius Dr. from Aries toward the Post Office and determining where road maintenance obligations for residents of Taurus Rd will be conducted.

Motion: Leo motioned and Dan seconded that the GLA officially inform/notify Western Shamballa and Church Universal and Triumphant the GLA will not be maintaining Sirius Road from the intersection at Aries to Golden Age Village, nor Helios Way and Vesta Circle as they are not platted roads. **Motion carried unanimously.**
Action Item: ***Leo will draft the letter to Western Shamballa Inc. and Church Universal and Triumphant.***

6.9. Governing Documents Committee – LK

6.9.1 Covenant Enforcement Procedures

Action Item: ***Leo will call a meeting of the committee.***

6.10 Election Committee Report – KN/CRM

6.11 Community Property Report

6.11.1 Add committee members

Motion: Dan motioned and Charlotte seconded that Dennis be added to the Community Property Committee. **Motion carried unanimously.**

Motion: Charlotte motioned and Newman seconded to add John Carp to the Community Property committee. **Motion carried unanimously.**

7. Approve Meeting Minutes, 05 08 2017,

Motion: Charlene motioned and Dan seconded to approve the meeting minutes of May 8, 2017. **Motion carried** (10 in favor; 2 abstentions– Charlotte and Regina).

8. NG and SG Ombudsman Report

9. UNFINISHED BUSINESS

10. NEW BUSINESS

11. Visiting Landowner Input Period

12. Adjournment (10:00 p.m.)
The meeting was adjourned at 11:43p.m.

13. Next Board Meeting: July 17, 2017

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes –FINAL

July 17, 2017

CONFIDENTIAL – DO NOT COPY

1. Call to Order

The meeting was called to order by Dennis at 7:04 p.m. at Emigrant Hall.

PRESENT: Dennis R. (President), Dan K. (Vice President), Regina W. (Treasurer), Charlene M. (Secretary), Newman B., Gerald D., Richard J., Leo K., Charlotte M., Kevin N., Mark S. via phone
ABSENT: Paul R.
Landowners: Charles B., Miriam B., Debbie B., Tim B., John C., Joanna D., Claudette D., David H., Debbie H., Donna J., Dorothy K., Donna L.A., Myron M., Sally M., Fran N., Vern N., Dan O., Valery O., Jeff R., Leticia S., Linda U., Chris W., Ia W.

2. Set Agenda

Claudette D. added 5.5.1 Committee member absenteeism, and 5.10.3 add members to Election Committee. Joanna D. 5.6.3 Weed Mowing; Charlotte M. added 5.7.2 Censure on June 12

3. Visiting Landowner Input Period

Sally M., representing Jeff M. of NG 27, expressed concerns about the Community Property Committee, wanted to dissolve the committee and return the 20-acre Parkland back to CUT. Sally submitted a formal complaint. Board will address the complaint at the Communication and Tech committee meeting. Debbie B. of SG 40-C expressed concerns that the CUT /Davis property and CUT & Holder property are many years in arrears; she hopes to expedite the collection of these accounts. Ia W. of NG 33-C suggested using names of board members on the board agenda instead of initials. Val O. of NG 5-C was concerned about personal attacks against the board; that the 1998 contract between the GLA & CUT was the contract approved by the board in 1998; that the contract is over 5 years old; and that the Parkland/soccer fields raise property values and should be maintained.

4. Unfinished Business

4.1 Settlement Agreement of 1998 on GAV, Helios and Vesta Roads

Dan reported on a meeting with Attorney, Alanah, who will write to CUT regarding easement issues and platted easements and maintenance of roads. Board voted in 1998 to accept the contract.

5. Officer and Committee Reports

5.1 President's Report – Dennis R.

5.1.1 Moving forward

Dennis stated he believed all board members had the best interest of the GLA at heart. He hoped for less polarization to help the board to function.

5.2 Project Review Committee Report – Gerald D. / Kevin N.

5.2.1 Garage application, NG 28-A

The project was not staked when Kevin went to visit on July 4th. He was unable to call the landowner. There is a documented drainage problem with runoff from this property.

The committee voted 4-0 to not approve this project. This project was referred back to the committee due to it not being staked in time and the need to address a drainage issue.

5.2.2 Earth Moving at NG 45

Kevin reported that two subdivision roads were being built as required by the county. This subdivision was approved in 2007.

5.3 Treasurer's Reports – Regina W.

5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust Bal Sum. Jun 2017

Motion: Regina motioned and Charlene seconded to approve the Treasurers Reports.
Motion passed unanimously.

5.3.2 Electronic Payment Option, PayPal update - Mark S.

Landowners can contact Mark via the info@glamontana.org to get instructions on the use of PayPal to pay their assessments.

5.3.3 Treasurer's Procedures – Regina W.
Regina worked with the accountant on procedures.
Action Item: ***Dan will contact Alyssa A. and Richard B. to work with the treasurer on payment of variance fees owed by SG 90.***

5.4 Finance Committee Report – Regina W.

5.4.1 Delinquency Letter, timeline for approval and mailing
Action Item: ***Dan to send the revised Delinquency letter to the collection attorney, Rick Landers. Final Delinquency letter to be sent by the treasurer to delinquent accounts, including the Collection Procedure and a statement by registered mail.***

5.4.2 Add landowners to Finance Committee
Motion: Regina motioned and Dan seconded to add Wendy R., Debbie B., Sally M. and Val O. to the Finance Committee. **Motion passed unanimously.**

5.5 Secretary's Report – Charlene M.

5.5.1 Committee Member Absenteeism.
Claudette stated a problem occurs when there is no participation by a committee member. The committee chair could recommend that a member be removed.

5.6 Road /Weed Management Committee Report – Dennis R.

5.6.1 Summer grading update. Motion for road work.
Richard reported NG work is completed; 33 loads of gravel were used and the bill will be about $25,000.
Action Item: ***Dennis to add addendum to the Adkins Road Contract for 17 additional loads of donated gravel.***

Motion: Regina motioned Leo seconded that $25,000 of unallocated funds be moved into the NG and SG road Funds at $12,500 each. **Motion carried unanimously.**
Motion: Regina motioned Dan seconded to move $9,500 out of the SG Road Fund to be added to increase the SG summer 2017 road work. **Motion carried unanimously.**

Action Item: ***Regina will instruct the accountant to move the money.***

5.6.2 Draft Road Policy, 30-day review ends July 20
Still receiving comments on the draft Road Policy. The Road Policy Advisory Group will work on processing feedback.
Action Item: ***Dennis to send emails received as of June 20 to the Road Policy Advisory Group.***

5.6.3 Mowing Weeds
Joanna has begun to mow with a weed wacker; 20 inches wide and she will make two passes to get a 40 inch wide path. She stops the blade when a car passes.

5.7 Communications and Technology Committee Report – Newman B.

5.7.1 Update on complaint responses. Newman reported that recent complaints have been finalized and response letters sent.

5.7.2 Censure letter from Charlotte to the Board
Motion: Gerald motioned and Newman seconded to reverse the censure against Charlotte and Paul done at the June 12 board meeting.
Motion failed (5 in favor – Newman, Gerald, Richard, Dan, Charlene; 5 opposed– Kevin, Mark, Regina, Dennis, Leo. Charlotte recused herself from the vote).

5.7.3 Next Communication and Technology committee meeting

Wednesday, July 26 at 7:00 pm at 12 Gemini Road.

5.7.4 B.E.E. Board Education and Ethics Advisory Group meeting
The group plans to meet in September.

5.8 Legal Committee Report – Dennis R. / Dan K.

5.8.1 Landowner complaint to Dept. of Labor and Industry
A landowner had sent a complaint to The Department of Labor and Industry. Dan and Dennis and Leo had a phone conversation about this issue with attorney, Alanah Griffith. Due to strict timelines and the sensitivity of this complaint, the board voted by email to hire attorney Alanah Griffith, who wrote a response letter to the Department of Labor and Industry.

5.9 Governing Documents Committee Report – Leo K.

5.9.1 Report on Covenant Enforcement Investigation
Leo reported the committee did not see the need for additions or changes to the governing documents. The ombudsman position and need for a position description was discussed.
Action Item: ***The Communication and Technology committee will expand the complaint process.***

5.10 Election Committee Report – Charlene M. / Kevin N.

5.10.1 Nomination Mailing & Letters to Legal Entity Landowners
Nomination mailing, August 1, 2017. Nominations due September 13, 2017.
Letters to Legal Entities to be mailed next week.

5.10.2 Cumulative voting
35.2.540 research cumulative voting in Montana Code to determine if it is legal according to our bylaws.
Action Item: ***The Election Committee will develop the questions to ask the attorney: if cumulative voting is allowed by our bylaws and other relevant questions.***

5.10.3 Adding members to the Election Committee
Motion: Charlene motioned and Kevin seconded to add Dorothy K. and Tim B. to the Election Committee. Voice vote. **Motion carried unanimously.**

5.11 Community Property Report – Charlotte M.
Motion: Leo motioned and Dan seconded that the legal committee undertake the research and work with Park County, CUT and attorney Alanah Griffith, regarding the Parkland Dedication agreement June 11, 2002, and the deed to determine the latitude of use and any requirement for amendments**,** and the Community Property committee suspend their planning activities until this information is available. **Motion carried unanimously.**

Motion: Leo motioned and Charlotte seconded to get bids to have a professional inspect the building for danger of mold or mouse problems and to recommend and give a recommendation for GLA actions concerning the building and metal materials on the land.
Motion carried unanimously.

Next Community Property Committee meeting was scheduled for Wednesday, July 19, 2017.

6. NG and SG Ombudsman report

7. Approve Meeting Minutes, 06 12 2017
Motion: Kevin motioned and Regina seconded to approve the minutes. **Motion carried unanimously.**

8. Visiting Landowner input period
Val stated the PVRC has paid its own way.

9. NEW BUSINESS

10. Adjournment
Dennis adjourned the meeting at 11:55 p.m.

11. Next BOD Meeting: August 14, 2017

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

August 14, 2017

1. Call to Order

The meeting was called to order by Dennis at 7:04 p.m. at Emigrant Hall.

PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby, Mark Seaver (via phone).
ABSENT: Gerald Dubiel, Paul Ranttalo.
Also attending: Iona Yabut (Administrative Assistant)
Landowners: Charles & Miriam Barker, Debbie Blais, Tim Brockett, John Carp, Claudette Dirkers, Joanna Dawson, Dorothy Keeler, Donna Lash-Andersen, Frances Nye, Val O'Connell, Linda Ulrich, Chris & Ia Williams.

2. Set Agenda

Kevin Newby added 5.7.4 Paul Ranttolo's absenteeism
Regina Wunsch added 5.4.2A Payment plans - right terms
Leo Keeler added 5.4.5 Committee authority (spending of monies) and overall committee management
Agenda items 5.4.3, 5.4.4, and 5.11 moved under 5.9 Governing Documents

3. Visiting Landowner Input Period

Ia Williams read her letter expressing concerns over Charlotte Mizzi's performance as the Community Property Committee chair and board director; added to agenda item 5.11.2.

4. Unfinished Business

4.1 Settlement agreement of 1998 on GAV, Helios & Vesta Roads

A letter was sent to Church Universal & Triumphant and a meeting has yet to be scheduled to discuss proposed settlements and commitments. The road agreement of 1998 will be discussed to find a way forward, including the gravel portion of Sirius.

;.

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Welcome and introduction of board members

Motion: Leo motioned and Regina seconded for all official committee and board meeting minutes and agendas to use board members' full names.
Amended Motion: Leo motioned and Regina seconded that all official committee and board meeting minutes and agendas include full names when referring to a person. **Motion passed** (9 in favor; 1 abstention – Newman Brosovksy).

5.1.2 Moving Forward

5.2 Communications & Technology Committee Report – Newman Brozovsky

5.2.1 Complaint Sally M. NG 27

Donna Lash-Andersen, read Sally Muto's rebuttal to Charlotte Mizzi's rebuttal to Muto's July 28th complaint about the parklands.
Motion: Leo motioned and Kevin seconded that the board freeze spending of money on the soccer fields until legal issues are resolved; and that maintenance be stopped, including watering, so the electricity bill is not extended.
The board discussed the value of the parkland as an asset to the association, reiterated attorney advice to include high membership involvement, and considered the greater financial burden of rehabilitating the area if it were allowed to deteriorate. **Motion Amended:** Leo motioned and Kevin seconded to spend the absolute minimum to secure the building and stop the mold; and that the mowing stop since funds for mowing have already exceeded. **Motion failed** (5 in favor – Leo, Kevin, Mark, Regina, and Dennis; 5 opposed – Newman, Richard, Dan, Charlotte, Charlene).

5.2.2 Complaint Process, Status and Review
The Communications & Technology Committee will modify the complaint form for landowner complaints about directors and expand the conflict of interest policy during their next committee meeting on August 23.

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust Bal Sum for July 2017
Action Item: ***Regina Wunsch will move line item 1305 to 1310 in the budget.***
Motion: Dan motioned and Kevin seconded to accept the Treasurer's Report as presented. **Motion passed unanimously.**

5.3.2 Electronic Payment Option, PayPal update
The board desired to offer PayPal as a payment option since it is the only means for a landowner to pay by credit card.
Action Item: ***Mark will continue to work on programming the PayPal account, including fixing the formula for the assessments.***

5.4 Finance Committee Report – Regina Wunsch

5.4.1 Delinquency Letter, timeline for approval and mailing
Action Item: ***Regina Wunsch will send Charlene Murphy and Iona the list of landowners two years or more in arrears; Regina will also revise (delete the section about four installments) and send the payment plan letter and statements to Charlene & Iona.***
Action Item: ***Iona Yabut will complete the delinquency letters with the landowners' information; make copies of the collection policy, payment plan letters and statements; and have the mailing ready to go out by August 24th. Letters will be sent via certified mail.***
Action Item: ***Dan Kehoe, Regina Wunsch, and Wendy Riley will create a spreadsheet to keep track of landowner cases and responses; and be prepared to turn the list of non-responders over to attorney Rick Landers thirty days after the letters are sent.***

5.4.2 Payment Plan payment application
Motion: Regina motioned and Charlene seconded to follow standard accounting and business practices by applying payments to oldest invoices first, then in the order they occur. **Motion carried** (9 in favor; 1 opposed – Mark).
Action Item: ***Regina will notify ATS of the change in procedure.***

5.4.3 Establish uniform rules for a committee's authority to spend money Review Bylaw Article VI. I.
Moved to 5.9 Governing Documents Committee Report

5.4.4 Address Community Property contract process that exceeded the budget allocation by 60% (line item 1230 allowed $250 but $400 was spent)
Motion: Leo motioned and Dan seconded that if a line item is to be exceeded, it be brought to the board for a vote to reallocate the funds. **Motion passed unanimously.**

5.5 Secretary's Report – Charlene Murphy

5.5.1 Committee Minutes
Charlene reported that three sets of committee minutes were stalled and that she could not send them out until they were approved. She suggested restating motions and action items for clarification, focusing on motions and action items, and limiting the use of narrative.

5.5.2 Trusts as Owners of Property

The election committee had sent letters to known legal entities to establish proxies. The administrative assistant continued research on cadastral, and in the process uncovered fourteen more Trusts/LLCs and two properties that were not being billed. The board discussed if GLA should continue research to uncover Trusts/LLCs and decided the research was valuable enough if it uncovered unreported properties.
Motion: Leo motioned and Kevin seconded for Iona to continue searching, as time allowed, on Montana cadastral for properties not currently being assessed. **Motion passed unanimously.**
Action Item: ***Charlene will mention in the next newsletter that landowners need to notify the association if their property has gone into a Trust or LLC or other business entity.***

5.6 Road /Weed Management Committee Report – Dennis Riley

5.6.1 SG Summer grading update

Action Item: ***Tim Brockett will send Regina Wunsch the donation breakdown for invoicing.***

5.6.2 Mowing and Weed update

Action Item: ***Dennis will let Joanna Dawson know she can begin mowing in South Glastonbury since the grading is done.***

Since the association was experimenting with mowing instead of spraying the weeds, Charlene pointed out the weed spraying budget was not being used.
Motion: Charlene motioned and Kevin seconded to transfer $2,410.01 from the weed control budget to be used as roadside mowing and weed control.
Action Item: ***Regina will ask Micah to change the budget for weed control.***

5.6.3 Draft Road Policy, 30-day review

Landowners responded with many concerns and questions. The committee will work through these concerns and will develop a question & answer document. Dennis anticipated changes in the policy will eventually be made.

5.6.4 Update on Hercules Wash-out

Parks Frady agreed to fix the gravel portion of Dry Creek Rd.
Action Item: Walter Wunsch will follow-up with the conservation office.

5.7 Project Review Committee Report – Gerald Dubiel / Kevin Newby

5.7.1 NG 28-A garage project update

The project review committee is waiting for a report from the hydraulic engineer working on the property. When the water run-off problem is resolved the deficiencies from this project application will be satisfied.
Motion: Kevin motioned and Charlotte seconded to send a copy of the Project Review committee minutes from the last meeting, August 7, 2017 to both property owners involved in the water run-off issue. **Motion passed unanimously.**
Action Item: ***Kevin Newby will ask landowner of NG 11-E permission to forward the cease & desist letter to the board.***

5.7.2 New proposed PR App instructions for page one. Page 2 is unchanged.

Emphasis was placed on making applicants aware of potential subdivision documentation and subdivision covenants.
Motion: Kevin motioned and Dan seconded to accept the form with two changes: 1) change the order of the first two questions: *"Have you read the GLA covenants?"* and *"Do the proposed structures..."* and 2) after the question: *"Do you have a copy of your subdivision covenants?"* add the verbiage: *"(not GLA's covenants)"*.
Motion passed unanimously.
Action Item: ***Kevin will make the changes as per above and send to Mark who will***

update the website with the new form.

5.7.3 Update PR instructions preliminary review timeline to reflect new PR meeting date one week before monthly BOD meetings
Motion: Kevin motioned and Charlotte seconded to accept the new Preliminary Project Review timeline to reflect the new meeting schedule. **Motion passed unanimously.**
Action Item: ***Mark to change PR preliminary approval timeline on the website to match the handout.***

5.7. Paul Ranttalo's absenteeism – *(added to agenda)*
Kevin asked the board for guidance concerning Paul's absence from the last three project review committee meetings; that it affected the quorum during one meeting when landowners had travelled a distance to discuss their project; and his lack of communication with co-chairs. Individuals in attendance mentioned Paul had suffered from an illness and was currently out of the country.
Motion: Kevin motioned and Mark seconded to remove Paul from the Project Review committee for not responding over ninety days. **Motion failed** (5 in favor – Leo, Kevin, Mark, Regina, and Dennis; 2 opposed – Newman & Charlotte; 3 abstentions – Richard, Dan, and Charlene).

5.8 Legal Committee Report – Dennis Riley
5.8.1 Legal Questions re: Parkland NG 16
Attorney Alanah Griffith will draft a letter to Church Universal & Triumphant outlining what we can and cannot do according to the deed and parkland agreement. And discuss how to modify the agreement.

Motion: Charlene motioned and Dan seconded. To spend up to $800 from line item 1250 to secure the doors of the soccer building to make it weather proof.
Discussion: Jeff Redierer volunteered to secure the doors. The board accepted Jeff's offer and the motion was not voted on.

A loud disruption occurred in the audience. President Dennis Riley asked for silence in order to continue the meeting. All audience members stopped talking except Val O'Connell who continued to argue when asked to stop talking.

Motion: Leo motioned and Dan seconded to end the meeting,
Motion Carried. Unanimous agreement.

Meeting Adjourned: 11:13 p.m.

All remaining agenda items were tabled due to the termination of the meeting.

5.8.2NG 7-A, nonpayment of assessments - TABLED

5.9 Governing Documents Committee Report – Leo Keeler
Agenda items 5.4.3, 5.4.4, and 5.11 moved under 5.9 Governing Documents –**TABLED**

5.10 Election Committee Report – Charlene Murphy / Kevin Newby
5.10.1 Annual Meeting Agenda - TABLED

5.10.2 Cumulative voting - TABLED

5.11 Community Property Report
5.11.1 Committee powers and authorizations, established Dec. 5, 2016 – TABLED

5.11.2 Committee member concerns - TABLED
Ia Williams letter of concern – added to the agenda - TABLED

6. **NG and SG Ombudsman report**

7. **Approve Meeting Minutes, 07 17 2017 - TABLED**

8. **Visiting Landowner input period**

9. **NEW BUSINESS**

10. **Adjournment**

11. **Next BOD Meeting: Sept 11, 2017**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

September 11, 2017

1. Call to Order

The meeting was called to order by Dennis at 7:04 p.m. at Emigrant Hall.

PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi (via phone), Kevin Newby, Paul Ranttalo, Mark Seaver (via phone).
ABSENT:
Also attending: Iona Yabut (Administrative Assistant)
Landowners: Aija-Mara Accatino, Svend & Donna Andersen, Charles & Miriam Barker, Edward Anderson, Joseph Bozotsky, Debbie Blais, Tim Brockett, Ross Brunson, John Carp, Claudette Dirkers, Dorothy Keeler, Michelle McCowan, Frances & Vernon Nye, Dan &Val O'Connell, Jeff Reiderer, Leticia Sandoval, Linda Ulrich, Ia Williams.
Guest: Danilie Howe, Sally Muto

Dennis Riley apologized for losing his temper during the August 14 board meeting. He presented a new system in which Leo Keeler would list landowners in the order their hands were raised. After board discussion of each topic, Leo would call upon the landowners, according to the list, to comment.

2. Set Agenda

Kevin Newby added 5.11.2 Project Review on the website.
5.10.2 Road Committee nomination- added by landowner

3. Visiting Landowner Input Period

Val O'Connell reiterated her complaint against President Dennis Riley and expressed dis-satisfaction with not being offered a personal apology; Ia Williams requested the meeting move along and that Val's concerns be addressed at the appropriate time; Claudette Dirkers suggested setting the agenda first and continuing with order and peace; Ross Brunson suggested that officers of the board do what is appropriate as long as it's within the rules of the GLA; Dan O'Connell expressed his feelings of rage and resolve to protect his property and his wife; Linda Ulrich suggested accepting President Riley's apology and moving forward with the meeting.

4. Unfinished Business

4.1 Settlement agreement of 1998 on GAV, Helios & Vesta Roads

Attorney Alanah Griffith had sent a letter to C.U.T. requesting a meeting to discuss this and the parameters of GLA's obligations to maintaining- and options with using- the parkland. According to Alanah, C.U.T. agreed to a meeting, but a date had not been set. Dennis had asked Alanah for copies of these letters and was still waiting for her response.
Action Item*: Dennis will continue to request copies of the letters from Alanah.*

4.2 Arcturus Extension

The board questioned how far the GLA had to maintain Arcturus, considering the extensions it had gone through over the years. Leo felt the topic was more appropriate for the road committee to address.

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Welcome and Introduction of Board Members

Directors introduced themselves.

5.1.2 Moving Forward

5.2 Legal Committee Report – Dennis Riley

5.2.1 Legal Questions re: Parkland NG 16

Addressed under 4.1 as an issue to be discussed with C.U.T.; at present the board questioned what was possible and what GLA was legally bound or not bound to do.

5.2.2 NG 7-A, nonpayment of assessments, Letter sent and reply 9/6/2017

The board agreed by general consensus that the next step was to reply to Wolberd with a letter specifically explaining why he owed penalties and interest.
Motion: Leo motioned and Kevin seconded that GLA develop a letter via the email approval process that once approved by the board would be sent to Wolberd. **Motion passed** (11 in favor; 1 opposed– Gerald).
Action Item: ***Leo will write the draft.***

5.2.3 Establish protocol for corresponding with parties and taking action on behalf of the GLA

Discussion focused on working as a whole board; that directors should not send anything out or request information from landowners without discussing it with the board; the need to be careful with anything written and to show drafting; and finding the balance to prevent analysis paralysis.

5.3 Governing Documents Committee Report – Leo Keeler

5.4 Election Committee Report – Charlene Murphy / Kevin Newby

5.4.1 Annual Meeting Agenda, seating and question box

The election committee suggested making changes to the traditional order of the annual meeting: the meeting would start later (10 a.m.); the committee reports would be given after the introduction of the candidates; the cutoff time for walk-in absentee ballots would be noon; an announcement would be made at 11:45 that voting would close in fifteen minutes. **Motion:** Kevin motioned and Leo seconded to accept the annual meeting agenda as presented. **Motion passed unanimously.**

The committee also proposed reserving an area in the front of the room for candidates to sit and having candidates wear name tags. The board agreed by general unanimous consent.

The committee further proposed providing a box for landowners to submit questions for the candidates; the anonymity would assist those not comfortable with asking out loud. The board discussed the potential for misuse and the need for a moderator to screen the questions for appropriateness.
Motion: Kevin motioned and Mark seconded to add the box that the election committee suggested, with 2 moderators who have to sign up before the election day of Nov 11; the moderators would be given instructions to limit rants. **Motion failed** (5 in favor− Leo, Kevin, Mark, Regina, Dennis; 7 opposed− Newman, Gerald, Richard, Dan, Charlotte, Charlene, Paul).

5.4.2 Cumulative voting

The Election Committee was not prepared to institute this for the Nov 11 election, but wanted to make the board aware of this option. They questioned if it would take a membership vote for a bylaw change to allow cumulative voting, or a rule instituted by the board to adopt cumulative voting.

5.4.3 Approve Election Letter, Absentee Ballot and Proxy for Sept. 25 mailing 1:35:14

Concern about language in the absentee ballot's "Important Voting Notes" was raised. Regina suggested the second paragraph to read: "Each parcel, tract or lot is allotted **one** vote. A landowner who owns multiple parcels receives one absentee ballot, but you will receive the appropriate number of votes.
Motion: Leo motioned that the election committee finish the modifications discussed tonight, and by committee vote approve the documents to be sent out to landowners; without it coming back to the board for a vote. No second as made.
Motion: Kevin motioned that the election committee reword the Important Voting Notes section of the 2017 Absentee Ballot as documented in this meeting, vote amongst the committee, and send it out to the landowners. No second was made.

Motion: Charlene motioned and Leo seconded to approve the Election Letter, Proxy form, and Absentee Ballot with the edit as suggested by Regina. **Motion passed unanimously.**
Action Item: ***Charlene will apply Regina's suggested changes and then send it to the committee via email for edits and comments.***

5.4.4 Tenants in Common, assessments and voting

Leo had done a considerable amount of research and sent a summary to the board concerning lots that had tenants-in-common ownership. The information could be used to determine the number of votes per lot. Although the County recognized some of those lots as an undivided lot, the GLA, in accordance with its Bylaws, considered tenant-in-common lots divided.

5.5 Community Property Report – Charlotte Mizzi/Dennis Riley

5.5.1 Committee powers and authorizations, established Dec. 5, 2016

The whereabouts of the lawnmower was questioned; Val O'Connell reported she had bought it; that it was owned by the PVRC; that she discovered it recently at the soccer field damaged beyond minor repairs; and it was now being kept on her property.
Action Item: _____*to research the July-Sept 2014 board meeting minutes for the motion to void the contract agreement between the PVRC and GLA*.

5.5.2 Committee member concerns

Committee members were concerned about the committee chair's leadership and did not feel any decisions should be made until parameters were established with C.U.T. and legal guidance.
Motion: Dan motioned and Leo seconded to dissolve the committee property committee and choose a board member to notify the board of necessary maintenance on the property. **Motion carried** (11 in favor and 1 opposed– Newman).
Richard volunteered himself and Paul Ranttalo to be those board members.

5.6 Communications & Technology Committee Report – Newman Brozovsky

5.6.1 Complaint Val O'Connell 8 15 2017 – Still being researched

Newman presented the idea of getting written statements from anyone who was at the meeting to hear other people's interpretations of the event.
Motion: Leo motioned and Dan seconded to follow Newman's recommendation to accept written statements from landowners who were present during the disturbance to be reviewed by the committee. Statements sent by Sept 20th will be reviewed at the next committee meeting. Landowners must identify themselves or their statement would not be accepted. Newman, Paul, and Dennis recused themselves from the vote. **Motion carried** (8 in favor– Gerald, Richard, Leo, Dan, Charlene, Kevin, Mark, Regina and 1 abstention– Charlotte).
Action Item: ***Newman to get a transcript of that section.***

5.7 Treasurer's Reports – Regina Wunsch

5.7.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust Bal Sum for Aug 2017

Motion: Kevin motioned and Dan seconded to accept the Treasurer's Report as presented. **Motion passed unanimously.**

5.7.2 Electronic Payment Option, PayPal update

Action Item*: Mark will work on figuring out how to send email from the website for the rest of the week.*

5.7.3 NG 23 Difo/Hornack; Letter to Hornack 2:57:03

Regina attempted to explain the long and complex history of the property; it was unclear if it was a joint ownership or tenancy-in-common, but the question remained who GLA should invoice and send correspondences to.

Action Item: **Iona research and send thru email latest lien on file for NG 23.**
Action Item: **Regina will email statements to Louis Difo, and send all correspondences to all three: Louis Difo, Germain Difo, and Jan Marie Hornack.**

5.7.4 Draft Budget- added by Regina
The draft budget needed to be approved by the board and be ready by the election.

5.8 Finance Committee Report – Regina Wunsch

5.8.1 Clarify language in Collection Procedure
Regina was concerned the terms in Section F suggested landowners could negotiate down what they owed and she didn't want to make promises or imply they could be given a break; the term "settlement" could be interpreted in different ways. The board determined they would not be able to recognize hardship cases at this time. Cases in which landowners could not make payments on a 2-year payment plan would be handed over to the collections attorney. Landowners could then try to negotiate a settlement in mediation before going to court.

5.8.2 Approve revised Payment Plan form

5.8.3 Delinquent Letter mailing
Motion: Leo motioned and Kevin seconded for the Finance committee to start sending out delinquency letters next week. **Motion passed unanimously.**

5.9 Secretary's Report – Charlene Murphy

5.9.1 Non-profit Disclaimer. No discrimination based on race, religion etc…
By general consensus the board felt it was not necessary to print the disclaimer on anything in the election packets.

5.9.2 Posting agendas on website
By general consensus the board decided to not post old agendas on the GLA website.

5.10 Road /Weed Management Committee Report – Dennis Riley

5.10.1 Discuss Magnesium Chloride
Mag Chloride helps secure and preserve the gravel investment. Dennis Riley presented a summer grading summary and fall grading proposal.
Motion: Kevin motioned and Dan seconded to accept the proposal without the mag chloride. **Motion carried** (8 in favor and 4 opposed – Richard, Charlotte, Charlene, Regina).

5.10.2 Road Committee nomination- added by landowner
Linda Ulrich asked to join the road and weed committee. **Motion:** Richard motioned and Newman seconded to add Linda to the road committee. **Motion passed unanimously.**

5.11 Project Review Committee Report – Gerald Dubiel / Kevin Newby

5.11.1 Review bond refund, Wallace SG 40A
Motion: Paul Ranttalo motioned and Richard Johnson seconded to refund the $250 bond. Kevin recused himself. **Motion carried unanimously.**

5.11.2 PR on the website- Kevin added
Motion: Kevin motioned and Leo seconded to put project applications and plans on the website with the landowner's personal information removed. **Motion carried** (1 opposed– Charlene).
Charlene reminded the Board of the need to send the revised PR Instructions out for a 30-day review.

5.11.3 NG 28-A Hydraulic engineers report- added by landowner

Leticia Sandoval handed the board a letter from her engineer as requested by the PR committee regarding drainage from her property and her proposed garage building project. **Motion:** Kevin motioned and Gerald seconded to approve the NG 28-A garage with the McNabb engineering report dated 9-10-2017, subject to the two sumps and 18" of drain field rock installed as McNabb recommended.
Paul recused himself. **Motion carried unanimously.**

6. **NG and SG Ombudsman report**
7. **Approve Meeting Minutes, 08 14 2017**
   Motion: Charlene motioned and Dan seconded to approve the minutes. **Motion carried unanimously.**
8. **Visiting Landowner input period**
9. **NEW BUSINESS**
10. **Adjournment: 12:10 a.m.**
11. **Next BOD Meeting: October 9, 2017**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

October 09, 2017

1. Call to Order

The meeting was called to order by Dennis at 7:04p.m.

PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi (via phone), Kevin Newby, Paul Ranttalo, Mark Seaver.
ABSENT:
Also attending: Iona Yabut (Administrative Assistant)
Landowners: Svend & Donna Andersen, Charles & Miriam Barker, Debbie Blais, Tim Brockett, Lisa Bush, Claudette Dirkers, Joanna Dawson, Dorothy Keeler, Jeff & Jerry Ladewig, Michael Laverty, Michelle McCowan, Sally Muto, Vernon & Frances Nye (via phone), Val O'Connell (via phone), Kathleen Rakela, Jeff Reiderer, Andrea Sedlak, Jeff Reiderer, Wendy Riley, Linda Ulrich, Kevin Wiley, Ia Williams, Walter Wunsch

2. Set Agenda

The agenda was rearranged so that 5.2 Project Review Committee report would be addressed first. Mark requested to comment at start of the project review report.
5.7.3 Drainage issue on NG 10-A would follow project review; landowner Lisa Bush was present to speak.
Charlene added 5.6.3 snow fencing and 5.6.4 snow plowing
Leo added 5.7.4 Lannes/Clawson complaint-closure.

3. Visiting Landowner Input Period

Ia Williams passed out her letter; she had expressed concern about Charlotte Mizzi's decision-making as chair of the community property committee at the August board meeting and she made it a formal complaint. In closing, she asked for the complaint to be investigated and resolved.
Motion: Leo motioned and Kevin seconded to move Ia's complaint under 5.7.5 the communications & technology committee report. **Motion passed** (10 in favor; 1 abstention- Mark; 1 recusal- Charlotte).
Newman explained her complaint would be addressed at the next Communications & Tech meeting.

4. Unfinished Business

4.1 Settlement agreement of 1998 on GAV, Helios & Vesta Roads

Tabled

4.2 Arcturus Extension

Tabled

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Welcome, introductions

5.1.2 Moving Forward

5.2 Project Review Committee Report – Gerald Dubiel / Kevin Newby

Mark expressed concern that one of the directors had not disclosed his involvement in the Sandoval project review, and had voted on September 11. Gerald explained he was not involved with the garage application. He had asked for the driveway to be part of the solution to the drainage issue Mark did not request any action.

5.2.1 NG 51-C, Residence, Wiley 25:37

Concern was raised that the landowner was building on a ridge. Since the property naturally sloped up, the board determined it would be acceptable. The committee had Wiley correct the height to 22' 7" on his application and initial it.
Motion: Gerald motioned and Richard seconded to accept the proposal under the conditions the project was in compliance with all subdivision covenants; any disturbed

land would be reseeded; and all necessary permits were obtained. **Motion carried** (11 in favor; 1 abstention- Leo).

5.2.2 NG 32-B-1, Garage, Dubiel

Motion: Kevin motioned and Leo seconded to approve the project under the condition any disturbed land be reseeded. **Motion carried (**11 in favor; 1 recusal- Gerald).

5.2.3 SG 94 Helmbrecht, Residence SG 94

Motion: Leo motioned and Gerald seconded to approve the project subject to receipt of sanitation approval; and under the condition all disturbed land will be reseeded. **Motion carried unanimously.**

5.2.4 PR Checks, when to deposit

Motion: Dan motioned and Leo seconded that the check and pages 1 and 2 be given to the treasurer as soon as the application comes in for deposit of check for project review fees before application is approved. **Motion carried (**11 in favor; 1 opposed- Charlotte).

Action Item: ***Kevin will add this to the instructions.***

Gerald observed NG 9-B had submitted a project review with a drawing of a 1-1/2 story house, but built a 2-story house (the house was sheeted, but had no siding yet). Leo suggested this was an issue of actions being in conflict with the application and to add the topic to unfinished business.

5.3 Treasurer's Reports – Regina Wunsch 33:20

5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust Bal Sum for Sept 2017

Motion: Charlene motioned and Kevin seconded to accept the Treasurer's Report as presented. **Motion passed unanimously.**

Board will determine when a parcel was subdivided and charge assessments, penalties and interest from that date forward as was done with Edwin Johnson on NG 8-A3. This should be done for Lisa Buford on NG 12-A.

Action Item*: Charlene will write Lisa Buford of NG 12-A and explain the mistake.*
Action Item: *Mark to send Regina exact paperwork on Edwin Johnson.*
Action Item: *Regina will tell accountant to keep notes on when a lot was subdivided and that finance charges and penalties were charged on the back assessments from that day on.*
Action Item: *Leo will research when parcel NG 12 was subdivided.*

5.3.2 Electronic Payment Option, PayPal update

Mark explained that while attempting to send emails to the board from the website, the e-mail system broke.

Action Item: *Mark will work with Dan Kehoe and Ross Brunson on alternative methods for sending emails to the board.*

5.4 Finance Committee Report – Regina Wunsch

5.4.1 Delinquency Letter, responses

Regina reported that most landowners picked up their Delinquent letters; 13 people did not claim their letter; one sent in payment for the year and expressed wanting to enter a payment plan. SG 50-D signed a payment plan and NG 7-A paid in full. Those Delinquent letters not picked up will be handed over to collections attorney.

Motion: Leo motioned that on Nov 1 Landers be sent all the picked-up cases, and on Nov 15, Landers be sent any unclaimed and those picked up beyond the 30 days. The board decided a motion was not necessary because they were following the collections procedure. **Motion withdrawn.** Leo withdrew his motion.

Action Item: *Admin to send Dan Collections & Liens Spreadsheets.*

5.4.2 Assessment, penalties and interest for lot NG 53-C

Action Item: ***Regina will bill NG 53-C from Sept 8, 2016, the date it was filed as a subdivision.***

5.4.3 NG 23 Difo / Hornack property for sale

Difo had emailed the treasurer that the property was being listed for sale and proposed paying off his debt when the property sells.
Action Item: ***Regina to email Difo the board will follow collections procedure and does not accept his proposal to wait for payment when the property sells..***

5.4.4 Develop Lien procedure

Action Item: ***Regina and Charlene will develop a draft lien procedure for filing and Releasing liens, to ensure files are complete.***

5.5 Secretary's Report – Charlene Murphy

5.5.1 Due Process, 30 day review, Article XI. Paragraph C. and Article V. paragraph D

Action Item- ***Admin to verify set of instructions voted on is the set on the website.***

5.5.2 Candidate eligibility, Kathleen Rakela

The board questioned Kathleen's eligibility to run as a candidate for South Glastonbury based on violations to covenants 9.09 and 10.04. The parcel in question was divided Sept 8, 2016 and Kathleen did not notify the association of this division until last month when she was contacted by the Secretary; nor had assessments been paid on this property. For a member to be in good standing, and eligible as a nominee, they must be paid in full and not in violation of any covenants as of the closing of the nomination period on September 13, 2017 at noon. The division of the property should have been reported to the GLA the previous year. Rakela stated covenant 10.04 does not stipulate the timeline for notification of subdivisions and that she had used an outdated form on the GLA website that instructed her to send her info to the old administrative contractor in Bozeman when she sent notification in September 2017.
Motion: Charlotte motioned and Gerald seconded to accept Kathleen Rakela as an acceptable candidate for South Glastonbury.
Motion failed (1 in favor, 9 opposed, 1 abstention - Paul, 1 recusal - Newman).

Motion: Leo motioned and Kevin seconded that Ms. Rakela be considered not in good standing and ineligible to run as a candidate for South Glastonbury due to a violation of covenant 10.04. Newman recused himself. **Motion carried** (8 in favor, 1 opposed- Charlotte, 2 abstentions- Paul & Gerald, 1 recusal - Newman).
By general consensus, the board decided to write Kathleen an official letter and do a mailing to notify South membership of the change in candidates. Mark volunteered to complete the mailing.
Action Item: ***Legal committee to write Rakela an official letter- and a letter to be mailed to South landowners.***
Action Item: ***Admin to send South mailing labels to Andrea Sedlak.***

5.5.3 Road Committee emails/photos/messages

Charlene asked the board to approve her current procedure of forwarding road info to Claudette as info came in. Dennis gave his approval.

5.6 Road /Weed Management Committee Report – Dennis Riley

5.6.1 Magnesium Chloride proposal

Walter Wunsch presented on behalf of the road committee; outlined the benefits; that it was used successfully by the County; requested it be put into the budget as part of Fall 2017 grading and also for 2018. The main negative concern was about potential damage to vehicles.
Motion: Leo motioned and RJ seconded for the board to approve Magnesium Chloride

and basalt as proposed by the road committee and make it a budget item to be considered for 2018. **Motion carried (**10 in favor; 2 opposed- Paul & Gerald).

5.6.2 Draft Road Policy Q & A

5.6.3 Snow fencing proposal

Motion: Charlene motioned and Gerald seconded to accept the snow fence proposal as written and funding request with $3,429 money transferred from the snow fund; with snow fence added along the gravel portion of Aries on the posts already in place. **Motion Amended**- Charlene amended the motion to take money out of the unallocated fund instead of the snow fund. **Motion carried unanimously.**

5.6.4 Snowplowing

Charlene asked the road committee to replace the snow fencing along Aries and to convey to all snow plow drivers where they are to go (plow Aries, the Sirius Hill).

Tim Brockett, on behalf of the road committee, requested approval for moving leftover funds from road mowing to signs.
Motion: Leo motioned and Newman seconded to move mowing money to signs.
Motion carried unanimously.

5.7 Communications & Technology Committee Report – Newman Brozovsky

5.7.1 Complaint Val O'Connell 8 15 2017 – Still being researched

5.7.2 Draft Conflict of Interest Policy

5.7.3 Drainage Issue NG 10A / Bush

Landowner Lisa Bush expressed concerns about damages to her property caused by road contractors, including disturbed land on her driveway; spilled oil & antifreeze on her driveway; flooding on her pasture that ruined a bale of hay; and wires that were sticking out of the ground. Additionally, tourists were using her driveway to take pictures and may have moved her cattle gate. The board determined culverts needed to be redirected to a natural drainage path; that landowners renting their homes should be contacted about talking to their renters about trespassing; and that since Adkins damaged her driveway, they should repair it.
Motion: Dan motioned and Charlene seconded for the association to reimburse Lisa $100 for the damaged bale of hay, and for the Road Committee to talk to Mike Adkins to repair her driveway. **Motion passed unanimously.**
Action Item: Regina to issue the refund check ($100).

5.8 Legal Committee Report – Dennis Riley / Dan Kehoe

5.8.1 President's email to C.U.T. re: road easements, parkland

Dennis reported the legal committee will take over contact with CUT, and forgo Alanah's services.

5.8.2 Attorney advice re: safety concerns - Tabled

5.9 Governing Documents Committee Report – Leo Keeler

5.10 Election Committee Report – Charlene Murphy / Kevin Newby

5.10.1 Safety concerns at Annual Meeting Nov. 11, 2017- Tabled

5.11 Community Property Report

5.11.1 Water lines update -Tabled

6. NG and SG Ombudsman report

7. Approve Meeting Minutes, 09 11 2017

Motion: Leo motioned and Kevin seconded to approve the minutes by email vote**. Motion passed unanimously.**

8. Visiting Landowner input period - Tabled

9. NEW BUSINESS

10. Adjournment
The meeting was adjourned at 10:26 p.m.

11. Next BOD Meeting: November 6, 2017

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

November 6, 2017

1. **Call to Order**
   The meeting was called to order by Dennis at 7:02 p.m. at Emigrant Hall.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel (left 9:45 p.m.), Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby, Paul Ranttalo (left at 10:00 p.m.), Mark Seaver.

   ABSENT:
   Landowners: Svend and Donna Andersen, Debbie Blais, Timothy Brockett, John Carp-Ombudsman, Claudette Dirkers, Dorothy Keeler, Michelle McGowan, Sally Muto rep for Jeff Muto, Jeff Reiderer, Andrea Sedlak, Randy Venteicher, Ia Williams.

   Guest: Danilie Howe

2. **Set Agenda**
   Regina added: 5.3.5 Iona's timecard breakdown problem;
   5.4 Draft Budget changing name of acct and new accts that have to be added
   5.8.4 Update on Erickson variance invoice
   5.10.12 SG candidate not in good standing
   Charlene added: 5.10.13 Annual Mtg agenda
   Leo added: 5.2.3 SG 26-D Randy Ventichner- Project Review requirements for home modifications for employee housing for Mountain Sky Guest Ranch

3. **Visiting Landowner Input Period**
   John Carp responded to two statements written about him that he felt were not true; the statements were from letters recently written by Val O'Connell and Ia Williams. Debbie Blais requested that email votes be published in the board meeting minutes. Charlene explained the email votes would be read aloud at this meeting and attached to the official minutes sent to landowners.
   Action Item: ***Charlene to send email motions and votes to email subscribers.***

4. **Unfinished Business**
   4.1 Settlement Agreement of 1998 on GAV, Helios and Vesta Roads
   Dennis reported that he never found the letter from Alanah to CUT requesting a meeting.
   Action Item: ***Dennis will look on his computer for a copy the letter; if it had been sent, he will follow up with another letter.***

   4.2. Arcturus Extension
   Leo expressed concern that funds were being spent in maintaining the extension, benefiting the landowners in that subdivision, but that all other subdivision roads did not receive services.
   Action Item: ***Dan will find the motion in the 2004 or 2005 meeting minutes wherein the board voted to maintain the Arcturus extension beyond the platted portion.***

   4.3 NG 9-B, building project different from application
   While it appeared that the Johnson's construction did not match the design submitted in the application, the siding was not yet up and the height requirement was being met. The board decided no further action was needed at this time as there was no change from the plan submitted.

5. **Officer and Committee Reports**
   5.1 President's Report – DR
   5.1.1 Welcome, introductions

   5.1.2 Moving forward

5.1.3 Temporary Restraining Order update

The court hearing to make the order permanent was scheduled for November 8th at the City-County complex at 414 E. Callender St. in Livingston.

5.2 Project Review Committee Report – GD / KN

5.2.1 New Dwellings for assessment

Finished new dwellings that would receive an assessment in 2018: NG 9-B, NG 30-D, SG 28-C, and NG 28-A. SG 41-A should be
billed for a two bedroom apartment when it was done because plans sent to state and county indicated a dwelling upstairs..
Dwellings that have not been built yet: SG 41-A, SG 68, NG 51-A, SG 94 .

5.2.2 Chris Brookhart bond refund

Due to snow covering the property, nothing could be verified–Tabled.

5.2.3 SG 26-D Project Review requirements for home modifications - employee housing for Mountain Sky Guest Ranch, LLC

The potential buyer of SG 26-D, Mountain Sky Guest Ranch, LLC, desired to convert the current single family home into employee housing. The board discussed that since improvements would be made under the existing roof, and all other requirements would be met, that a project review was not needed. The improvements would result in 2 dwellings under one roof and affect assessments.
Motion: Leo motioned and Kevin seconded that no Project Review was needed to convert the house at SG 26-D from a single family dwelling to employee housing as per Mountain Sky Guest Ranch's plans. **Motion passed unanimously.**
Action Item: Charge an additional dwelling assessment after remodel.

5.3 Treasurer's Reports – RW 3:05:25

5.3.1 Highlights: P&L, Bal. Sheet, Dep/Check Details, Customer Bal Sum. Oct, 2017

Motion: Charlene motioned and Dan seconded to accept the October Treasurer's Reports. **Motion passed unanimously.**

5.3.2 Collections Update

Regina reported that 7 people were on payment plans. NG 65- William Davis' entire account needed to be recalculated before sending the case to the collection attorney. By general agreement, the board decided to ask Micah to do the recalculation.
NG 48 was not legally subdivided, so GLA had to treat it as one parcel. The landowner also claimed a $1,025 credit should have been applied last year.
Action Item: ***Regina to check if the payment to NG 48 was applied.***
Action Item: ***Send entire list to Landers Wed or Thurs; Regina will take care of troublesome ones; Dan and Leo will plan to meet with Landers after.***

5.3.3 Recalculate NG 65

Action Item: ***Regina to ask Micah Hardin at ATS to recalculate NG 65.***

5.3.4 Statute of limitations on Buford NG 12A and Jordan-Guess SG 105B
Action Item: ***Dan will ask Landers about this.***

5.3.5 Iona's timecard breakdown – added by Regina

Document fulfillment hours were to be included as administrative hours and should be tagged as "hours to be invoiced", unless it is a document request for legal purposes (only those should be marked as "document request hours").

5.4 Finance Committee Report – RW

5.4.1 2018 Draft Budget 3:38:44

New accounts were added for the draft: 1035c NG Gravel Road Magnesium Chloride and the equivalent for SG: 1036-B. Parkland utilities were reduced; "litigation" will be changed to “legal costs”; admin expense reduced.

Motion: Charlene motioned and Charlotte seconded to accept the draft budget to present at the annual meeting with the one change of line title "litigation" to "legal costs". **Motion passed unanimously.**
Action Item- ***Regina to have Micah change name to "legal costs".***

5.4.2 Davis NG 65, recalculation
Addressed under 5.3.3

5.4.3 Collection List to Attorney Rick Landers
Addressed under 5.3.2

5.4.4 PayPal fix using JTech Communications web support

5.4.5 Jeremy Backer address and delinquent letter
Backer closed his PO Box after receiving his delinquency letter; his account will be turned over to the collections attorney.

5.5 Secretary Report – CRM

5.5.1 Landowner representatives
By general consensus, the board felt a landowner's representative should have the power of attorney and act in the same manner as the landowner, i.e. request documents.

5.5.2 Annual meeting changed to December 2, 2017 – mailing and new SG ballot
Last month, the board had planned to send out a mailing to notify the membership one of the candidates was not eligible due to a violation of Covenant 10.04. The mailing was scheduled to allow 30 days prior to Nov 11. However, this candidate sent the board a legally weighted email which led the board to seek legal advice and delayed the mailing. To allow 30 days prior to the election, the date was changed to Dec. 2.

Dan will lead the meeting because Dennis is running and will not be present. Kevin will also be absent.

Action Item: ***Dennis will write his President's Report, Road & Weed report, and introduction/biography and choose someone to read for him.***
Action Item: ***Kevin will write his candidate statement and choose someone to read it for him. Kevin will also email Gerald the Project Review Committee Report so Gerald can present it at the meeting.***
Action Item: ***Leo will address the status of the Community Property Committee***
Action Item: ***Charlene to ask Jerry Ladewig to update her article in next issue of the Park County Community Journal to announce there will be no hamburgers for lunch.***

5.5.3 Alternate committee meeting location
Liberty Hall kitchen is also available for committee meetings, as another alternative to Sally Muto's home, and will not charge GLA.

5.5.4 Tim Brockett Document Request
Tim requested to copy the ballots from 2016 for research for an article. The actual ballots would not be published. The board determined that anyone could *inspect*, rather than copy the ballots. Tim was satisfied to do so after the election.

5.6 Road and Weed / Mgmt Committee Report – DR 4:00:

5.6.1 Draft Road Policy Q & A 4:01:30
Motion: Leo motioned and Kevin seconded to send the Draft Road Policy Q & A with the draft Road Policy and current Road Policy with a cover letter, for 30-day

review, requesting landowner comments sent to the board. Mailing to be sent as soon as possible. Motion carried (9 in favor, one no vote-Newman; Gerald and Paul had left).
Action Item: ***Tim Brockett and Claudette Dirkers will write the cover letter.***

5.6.2 Fall grading and culvert cleaning update
Road work was delayed. The contract for fall grading with Standish took time to finalize. Mag chloride will probably not be done due to weather. If the snow melts we may do some grading in November. Plan for next year, spring grading in late May or early June. Culvert work was completed. Culvert on Gemini now has a steep drop off. May need guard rails.

5.6.3 Snowplowing contract, maps and roads to be plowed
Motion: Dan motioned and Newman seconded to spend $150 from misc. account to print and laminate 10 copies of all road maps for plow drivers and snow plow coordinators. Unanimous agreement **Motion Carried**.

5.6.4 Snow fence replacement
Park County donated $800 in fence. We bought 41 rolls and all the poles. Permission from MT Sky Guest Ranch to install them, it took time to get this in place and then the snow came. Nelson Story gave permission to fix fence on the Sirius Hill curve and permission to build a gate to access the top of Sirius Hill.
Motion: Leo motioned and Regina seconded that GLA donate a gate and lock to Story Ranch costing about $100 and the road committee will install it. Unanimous Agreement **Motion carried.**

Motion: Dan motioned and Leo seconded to allocate $2500 for snow fencing as per Road & Weed committee proposal. Unanimous agreement. **Motion Carried**.

Proposal from Road & Weed committee for or new signs was tabled.

5.7 Communications & Technology Committee Report – NB

5.7.1 Hire website support to customize PayPal for GLA use
Mark got as far as he could in trying to get PayPal fully functioning. He contacted web developing company JTech 405 in Bozeman for assistance; they estimated 3 hrs., at $135/hr. to get it up and running.
Motion: Kevin motioned and Charlotte seconded to hire web developer JTech 405 to assist Mark in making PAYPAL work for GLA use. **Motion carried** (10 in favor; 2 opposed- Leo and Regina).

5.7.2 Draft Conflict of Interest Policy
a. identification, enforcement, penalties
Mark had drafted a new policy, but a few directors expressed preference for the older version.
Motion: Charlotte motioned and Gerald seconded for the conflict of interest draft to go back to committee, then return to the board for comment and out to the membership for 30-day review. **Motion carried** (7 in favor; 5 opposed- Leo, Kevin, Mark, Regina, and Dennis).

5.7.3 Lannes noise complaint – draft letter
Newman had drafted a letter to Clawson, and asked the board for assistance with drafting a concluding letter for Lannes. In discussion, however, it was determined that since Clawson's wood cutting was a business, he should be notified of the noise ordinance and made aware of his potential violation of this covenant.
Action Item: ***Send the letter back to committee to revise it.***

5.7.4 Complaint Val O'Connell 8 15 2017 – draft letter
Action Item***: Charlene will draft the letter by the next committee meeting and bring it to the board.***

5.7.4 Kwiecien complaint - draft letter

Mark drafted- and was ready to send out- a response to the landowner's letter. The complaint came in as an "aside" with payment, not as an official complaint.

Action Item: ***Mark will include in the letter that if Kwiecien wants to make it a formal complaint, he needs to submit a complaint form.***

Action Item: ***Mark will send the final product to Kwiecien and a copy to the secretary & admin assistant for the record.***

5.7.5 Covenant enforcement, fines and penalties

The Communication & Tech committee didn't have a proposal to bring to board.

Action Item- ***Refer this issue back to the Communication & Tech committee.***

5.8 Legal Committee Report – DR/DK

5.8.1 President's email to C.U.T. re: road easements, parkland

Addressed under 4.1.

5.8.2 Attorney advice re: safety concerns

The board passed a motion to hire a uniformed security guard on advice from the attorney (email vote-- see 7.1), however, one had not yet been hired for the Dec 2 meeting. Gerald felt there should be a security guard at every meeting.

Motion: Gerald motioned to hire a security guard for every GLA board meeting, including the annual meeting, thru 2018 (calculated at $35/hr, including compensation for travel fees, an armed guard would cost $250 per mtg). No second. **Motion failed.**

Motion: Charlotte motioned and Gerald seconded to hire a security guard for the Dec 2, 2017 annual meeting. **Motion carried unanimously.**

Action Item: ***Charlene will give Dennis the phone number to Rocky Mountain Security and Dennis will hire the security guard for the meeting.***

5.8.3 Invoice O'Connell's

Dan was waiting to consult with Landers.

5.8.4 Erickson invoice

Dan wanted to have a meeting with the Erickson's, and Richard and Alyssa, the board members originally involved with managing the variance; if the phone call didn't work, they would seek legal advice.

Action Item: ***Dan to contact the Erickson's and set up a phone meeting.***

5.9 Governing Documents Committee Report - LK

5.10 Election Committee Report - CRM / KN

5.10.1 Safety concerns at Annual Meeting

Addressed under 5.8.2.

5.10.11 Motion to follow Covenant 3.19

The Election committee had recommended that the board require a landowner to be paid up on <u>all</u> lots owned, in order to vote. Multiple interpretations to the covenant were expressed and the importance of getting this resolved before the 2018 election (instructions and procedures determined last April 2017 would be honored for the current election). Multiple legal opinions would be sought.

Action Item: ***Get attorney Seth Brown's opinion and look for other reputable attorneys for advice.***

5.10.12 SG candidate not in good standing – added by Regina

Because Marshall Haley did not pay his fourth installment by October 31, 2017, he was not in good standing and could not vote or run as a candidate named on the ballot.

Motion: Leo motioned and Mark seconded to notify Mr. Hailey that because he did not pay assessments by Oct 31, he was no longer a member in good standing and not eligible to run for the board as a ballot candidate. However, he could be a write –in candidate if he paid by the Dec 2, 2017 **Motion carried** (10 in favor, 2 opposed– Newman and Gerald).

Motion: Charlotte motioned to send out a new SG ballot. No second. **Motion failed**.

Action Item: ***Charlene will contact Marshal Haley and inform him his is not qualified as a candidate named on the ballot but could be a write in candidate if he pays the assessments and late fees.***

5.11 Community Property Report

5.11.1 Water lines update

The water lines were blown out and the toilets winterized by RJ, Paul, and Hank Fabich.

6. NG and SG Ombudsman Report

7. Approve Meeting Minutes, 09 11 2017 & 10 09 2017 2:29:18

Motion: Kevin motioned and Dan seconded to approve the September and October meeting minutes.

Discussion: Leo felt there was an omission to the October minutes under the second 5.5.2 motion regarding Ms. Rakela. Leo asked to have the following added to that motion: "...due to the violation to covenant 10.04."

Amended motion: Kevin amended the motion to approve the minutes with the change as specified. Leo seconded the amended motion. **Motion passed unanimously.**

7.1 Approve Closed Sessions minutes and 3 email votes

Email Motion voted on September 16-21, 2017: Kevin motioned and Mark seconded to seek a restraining order against Valery and Dan O'Connell for GLA Board meetings. **Motion carried** (8 in favor; 1 opposed; 1 abstention; 1 recusal).

Email Motion voted on October 4-5, 2017: Charlene motioned and Dan seconded to hire the necessary security guard for the October and November board meetings and two security guards for the November 11 Annual meeting. **Motion carried** (9 in favor).

Email Motion voted on October 10-12, 2017: Charlene motioned and Charlotte seconded to hire attorney Seth Cunningham to give legal advice on 1) Kathleen Rakela's eligibility to be a candidate for the board,2) that she violated Covenant 10.04 and is not a member in good standing, 3) if there is any conflict of interest by Dennis, Mark, or Kevin voting to disqualify her. Charlene further motioned that no letter be sent to South Glastonbury landowners until attorney advice is received. **Motion carried** (9 in favor; 1 opposed).

Email Motion begun during closed session via conference call on Oct 19, 2017: Charlene motioned and Leo seconded to postpone the Annual Meeting to December 2, 2017 to enable the revised ballot for SG candidates to be mailed and have 30-day notice. **Motion carried** (10 in favor; 1 opposed- Kevin; one abstention- Charlotte).

Email Motion begun during closed session via conference call on Oct 19: Charlene motioned and Mark seconded to accept the SG cover letter, submitted by Charlene, to accompany the revised absentee ballot, with minor grammatical edits and clarification, provided the substance is not changed. **Motion carried** (9 in favor; 1 abstention- Charlotte).

Email Motion voted on October 20-21, 2017: Leo motioned and Charlene seconded to send Draft 4 to Ms. Rakela via email as a response to her email, to be sent via the Communication Committee on behalf of the board. If there is a need/purpose for sending a hard copy, sending that is included in this motion. **Motion carried** (8 in favor; 1 abstention).

Email Motion voted on October 23-26, 2017: Charlene motioned and Leo seconded to approve the motion made by the election committee, to 1) Host a Candidate Forum on Sat. Nov 11, 2017, 10 a.m. - noon; 2) Send a letter to invite current candidates; 3) Post the candidate forum on the website and invite all candidates, and any landowner in good standing who wants to be a write-in candidate; 4) Include the forum announcement with the SG and NG cover letter mailings to be mailed Oct 30; 5) Moderator of forum will be Andrea Sedlak. **Motion failed** (6 in favor; 1 no vote; 1 response without a vote.)

Motion: Charlene motioned and Dan seconded to approve the closed session minutes of Oct. 18 and Oct. 19, 2017 and approve the six email votes with the changes of Kevin voting "no" on changing the annual meeting to Dec. 2 and Mark voting "no" to hire Seth. **Motion passed unanimously.**

8. **Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)**

9. **NEW BUSINESS**

10. **Adjournment (11:38 p.m.)**

11. **Next Board Meeting: December 4, 2017**

Glastonbury Landowners Association, Inc.

Board of Directors – Meeting Minutes - *final*

December 4, 2017 – 7:00 pm

1. **Call to Order** The meeting was called to order by Dan Kehoe at 7:04 p.m. at Emigrant Hall.

   PRESENT: Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel (left at 9:24p.m.), Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby, Paul Ranttalo, Mark Seaver (via phone)
   ABSENT: Dennis Riley (President),
   Also attending: Iona Yabut (Administrative Assistant)
   Landowners: Svend & Donna Andersen, Miriam Barker, Debbie Blais, Tim Brockett, John Carp, Claudette Dirkers, Dorothy Keeler, Jerry Ladewig, Michael Laverty, Tim Murphy, Sally **Muto, Jeff Reiderer, Andrea Sedlak, Bob & Kristie Sones, Chad Stone, Linda Ulrich, Ia** Williams.

2. **Set Agenda**

3. **Visiting Landowner Input Period**

   Chad Stone stated he was angered by statements from Gerald Dubiel.

   Gerald Dubiel apologized to Chad Stone for commenting that he was dangerous (in a past meeting). Chad accepted the apology. Chad felt Charlotte Mizzi owed him an apology for suggesting he assaulted her.

   Ia Williams expected her letter of complaint to be on the agenda this month; said she would let it go this time; and would leave it to the board to address.

   Leo reminded the board that at the last communications & technology meeting there was discussion about a letter or documentation to close every complaint, and wondered if it should be added to the agenda tonight or in the future to make sure complaints are properly closed.

   Dorothy Keeler invited meeting attendees to see the Christmas lights and decorations at her house; Linda Ulrich thanked the Keeler's for uplifting the community with their décor.

4. **Officer and Committee Reports**

   4.1 President's Report – Dennis Riley (absent)

   4.1.1 Welcome, introductions

   4.1.2 Petition received November 27, 2017

   The petition asked the board to start the election process all over again. More than the required 5% of signatures were received.

   4.1.2 Court Order to postpone Election meeting

   The Election meeting was postponed due to this injunction. The hearing is scheduled for January 2, 2018 at 1:30 p.m.

   4.1.3 Temporary Restraining Order update, O'Connell

   Nothing new to report; until the judge makes a ruling, the temporary order stays in effect until the ruling.

   Action Item: ***Mark will post the O'Connell Temporary Restraining Order and court order on the website.***

   4.1.4 Mailing regarding postponement of election, postcard, web posting

   By general consensus, the board agreed to announce on the website and send out a postcard to the membership explaining why the election was postponed. Leo felt

landowners should be made aware of the complexity that was presented to the judge; that it was a 2-inch thick filing and could be viewed by members at the Courthouse. Board announced a meeting with Seth Cunningham to address Ms. Rakela's complaints was set for Dec. 11th.

4.1.5 Determine meeting dates for 2018

Jan 8; Feb 12; March 12; April 9; May 7; June 11; July 9; Aug 13; Sept 10; Oct 8; Nov 5; Nov 10 (Annual Election); Dec 3 (no financials).

4.2 Road and Weed / Management Committee Report – Dennis Riley

4.2.1 SG snow fence update and NG snow fence funding proposal

Tim Brockett reported that the snow fencing in SG was 80% done. The committee had originally planned to hire a professional, but decided to save money by coordinating the efforts of volunteers. They finished the job under budget.

Snow fence funding proposal: The previous proposal included 200 ft. for NG. Tim felt the way the committee was installing it, the fence would last 10 years and cut down on snow plowing. Funding would come from unallocated funds. 1,130 feet of snow fencing in NG, and to complete snow fencing in SG.

Motion: Newman motioned and Paul seconded to use $3500 for snow fencing in NG & SG. **Motion passed unanimously.**

Action Item: ***Regina- will move $3500 from unallocated funds to SG snow funds.***

4.2.2 Fall road work update

Grading and culvert cleaning could not proceed due to heavy snowfall in Oct.; completion of grading was left up to the contractor; culverts in SG needed to be cleaned; Arcturus and Hercules were graded and some ditches were cleaned.

4.2.3 Draft Road Policy 30-day review, Dec. 13

Landowner comments received to date: 1

4.3 Treasurer's Reports – Regina Wunsch 49:50

4.3.1 ~~P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary Nov. 2017~~

The report was received too late to copy for the meeting, but the landowner version was on the website. Invoices for culvert cleaning were not in yet, so available funds will decrease. GLA incurred an IRS penalty for not filing not filing the 2014 W2s and W3 with the IRS; breakdown of ATS charges were coming this week (Regina will get amount charged for all the recalculations); credit balance for worker's comp- dividend from 2015; need to revisit snow budget in Jan 2018.

Motion: Charlotte motioned and Leo seconded to approve the treasurer's report over email. **Motion passed unanimously.**

4.4 Finance Committee Report – Regina Wunsch

4.4.1 Update on collections-under Legal Committee

4.5 Secretary's Report – Charlene Murphy

4.5.1 January newsletter articles needed

Directors were asked to be thinking about newsletter-worthy articles. Dan suggested an update after the hearing on January 2; Landowner Claudette Dirkers suggested a thank you to those who donated gravel.

4.5.2 Shredding old ballots

Old absentee ballots prior to 2016 had landowner's names on them. The board decided by general consensus to not shred old ballots until the end of the retention

period. 2017 absentee ballots received are being kept by the Admin Assistant, as per court order until the January 2 hearing, pending further instructions by Judge Gilbert.

4.6 Project Review Committee Report – Kevin Newby / Gerald Dubiel

4.6.1 Review newly completed dwellings and assessments for 2018

No new dwellings completed since last meeting.

4.6.2 Request for final approval: Michael Campbell SG 75, Haug NG 26-B-1, Brookhart NG 54-D

Michael Campbell's residence project was dried in, and he had been living in the house for 20 years. Kevin felt the bond could be refunded.

According to Paul, Haug's project was just a shell with a full roof, but was done, and should be approved.

Gerald- Bookhart project appeared completed, but the driveway was expanded, and reseeding was not done. Postpone final review until spring when snow melt allows reseeding and final inspection.

Action Item: ***Regina to refund Campbell and Haug.***

4.7 Communications & Technology Committee Report – Newman Brozovsky

4.7.1 Draft Formal Complaint form

The committee presented a draft version to the board. Mark had not had time to review it.

Action Item: ***Board to review and send comments via email.***

4.7.2 Clawson commercial wood cutting, Lannes noise complaint 1:16:48

The board determined that since Clawson's s woodcutting was commercial, a new letter was needed; per the business clause in the Covenants, noise should not disturb neighbors.

4.7.3 Update on Paypal payment option

Mark had not heard anything from JTech; when he signed the contract, JTech said they were backed up and it would take 3 weeks before they could address the GLA project.

4.7.4 Complaint Brian Trisler, 11/29/2017

The complaint alleged set back problems with the garage/apartment and another out building and driving vehicles on his land in trespass. Mr. Trisler questioned Ranttalo's "good standing" status which would affect his ability to run in the upcoming election and remain on the current Board. The board noted that from 2000 to 2007 the distance from the property boundary to an accessory building was 25'; after 2007, the requirement was 50'. The complaint had not yet been addressed at the committee level, but because of the upcoming election, the complaint was addressed here to expedite the process.

Action Item: Newman and Leo will schedule to meet at Ranttalo's property to investigate the complaint. Bob Sones will be present to represent Mr. Trisler. Newman and Leo will report findings to the board by email.

4.7.5 Doc Request, Michael Laverty letter

Mr. Laverty complained about not receiving documents he requested, and was informed they would be mailed soon. He requested the project review application for the building which housed Paul Ranttalo's second dwelling. He questioned how this dwelling was overlooked or not reported, and inquired how Ranttalo would be billed. The board noted that the Project Review committee did not require to know about internal structural changes.

(Combined with discussion regarding 4.7.4).

4.8 Legal Committee Report – Dennis Riley

4.8.1 CUT Attorney Sironi letter re: Sirius, Aries, Helios & Vesta road maintenance

Correspondence was received from CUT through their attorney, who cited "Blazer Law". Leo challenged the application of the Blazer case and the 1998 Board authority to sign agreement. CUT stance was that the original agreement stood: GLA maintains Aries and Sirius; it is platted; and maintenance of Helios and Vesta was the responsibility of the property owner (CUT). Dan felt that since this came from the GLA attorney,

the board needed to meet with their attorney. Various Directors stated GLA needed the GLA attorney to review and advise.

These issues were previously being handled by Alanah Griffith, but the board would shift to working with Seth Cunningham at Brown Law firm.

Action Item: ***The Board to present this topic to Seth Cunningham when board meets with him on the 11th.***

4.8.2 Demand letters to be sent by Rick Landers

Leo reported Legal Committee met with Rick and his starting to send the Demand letters and expecting it to take about 2 weeks to get them all out.

4.8.3 O'Connell, 'Entry of Judgement' to collect $10,097

Attorney Rick Landers advised to keep this debt separate from assessments, and to not send a bill, but rather, to have Brown Law Firm file an immediate entry of judgement.

4.8.4 Tenants in Common, D'Argensio/Jordan-Guess SG105-B, Hull/Murphy NG 40-4, Buford NG 12-A, Statute of Limitations

Three properties were recently discovered that were not billed properly; statute of limitations for contract law states most GLA can go back is 8 years.

Action Item: ***Dan look for Andrea Sedlak's email with notes and bring up to Attorney Rick Landers.***

4.8.5 Old Past Due Accounts, bill 8 years prior to first lien

Rick reported that Title Companies would seek full payment, but Courts may award only 8 years from date of first lien. He is recommending continuing to bill full amount.

4.8.6 Mueller/Weiss SG47, write off Weiss due to court decision

SG 47 was a tenancy in Common, divided 50/50. Weiss disappeared in the 1990s; Mueller received declaration that Weiss was deceased. In a court ruling, the judge Awarded 100% interest in the Tenant-in-Common deed to be held by Mueller and the Court wrote off Weiss' debt.

Action Item: Regina to ask accountant to take the Weiss account off the books.

4.8.7 Difo/Hornack NG23, 'Move to Intervene' add GLA to pending case

Motion: Leo motioned and Kevin seconded to have Rick Landers intervene to get GLA involved in the Difo-Hornack case to protect GLA's interest. **Motion passed unanimously.**

4.8.8 CUT estate for years, Holder NG39, Davis NG 66

Where CUT is the underlying owner, they will be informed and involved throughout the process. Before litigation, CUT will be asked to pay since they are the long-term owner.

4.8.9 Burkley SG 76 & Thorburn SG93-A, send Demand letter to other TIC's

Correction: *delinquency* letter, not demand letter. The other Tenants in Common (TIC's) had not yet received a Delinquency Letter.

4.8.10 Criteria for hardship

Cases would need to be assessed individually in open Board sessions. Hardships refers to those accounts sent for Collection who claim inability to pay. Various Directors expressed concern in maintaining consistency

4.8.11 Penalties and Interest are part of Assessments

4.8.11 Leo reported that Rick answered the question regarding whether interest and penalties were considered part of the definition of assessment in terms of having all assessments paid in order to be considered a member in good standing and Rick answered that they were.

4.8.12 Eisvang and Kovacs, charge current owners, Richardson SG63 and Finehage NG57-A

Action Item: ***Regina to ask Micah Hardin to recalculate accounts.***

Action Item: ***Charlene to send Rick Landers updated addresses.***

4.8.13 Old Past Due Accounts – Bill as recalculated - Title Company will collect and transfer it all, but a court decision may only go back 8 years from first lien filing.

4.8.14 CUT Estate for Years - process first with contract holder.

CUT has responsibility as holder of the remainder interest and must be involved in the entire process.

Related to 4.8.8

4.8.15 Hardship claims – how to evaluate what is best for the Association

Same as 4.18.10

4.8.16 Lack of communication from Legal committee to Board.

Regina asked the committee to communicate regularly, i.e. share correspondences, legal paperwork, and updates in general, with the board.

5. Approve Minutes: 11 06 2017

Motion: Charlene motioned and Kevin seconded to approve the minutes. **Motion carried** (9 in favor; 1 abstention- Leo. Gerald had already left).

6. UNFINISHED BUSINESS

6.1 Settlement Agreement of 1998 on GAV, Helios and Vesta Roads.

6.2 Arcturus Extension

Action Item: Leo expressed concern for length of time and no responses from Dan on his review of old minutes. Process of assuming maintenance of roads built by subdividers will impact many roads in Glastonbury, including Sirius gravel section.

Dan will ask Denise Orr if she started putting all motions in a searchable format. (Results would be put into an excel spreadsheet.)

Ericksons- Action Item: ***Dan to re-send email from August.***

7. **Visiting Landowner Input Period –** (15 minutes, up to 3 minutes per speaker)

   Jerry Ladewig suggested reviewing hardship cases at intervals to make sure they were legitimate.

   Donna Lash-Anderson questioned attorney Rick Landers' credentials and expressed concern that he didn't market himself as a collections attorney.

8. **NEW BUSINESS**

9. **Adjournment (9:44 p.m.)**

10. **Next Board Meeting: January 8, 2018**

Glastonbury Landowners Association

Closed Session Board Meeting Minutes

December 11, 2017

Board members present: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby, and Paul Ranttalo.

Board members present by phone: Mark Seaver

Also attending: Seth Cunningham, attorney

The closed section of the Meeting convened at noon at the Rib & Chop House in Livingston. The use of the backroom was provided for free as lunch was ordered and each person paid for their own meal.

The Board discussed the Rakela TRO and Injunction with the attorney.

The Board created an Indemnification Committee to deal with the indemnification of named Board members in the lawsuit per state law and GLA Bylaw VI (O) Authority to Indemnify.

Motion: Dan motioned and Charlotte seconded to create a committee to determine if the board members named in the legal action by Ms. Rakela should be indemnified. The committee would consist of Charlotte Mizzi, Paul Ranttalo and Regina Wunsch. Voice vote of all 12 board members, Unanimous agreement. **Motion Carried.**

The Board meeting paused for a

Indemnification Committee Meeting

Committee members present: Charlotte Mizzi, Paul Ranttalo, Regina Wunsch

Motion of this committee: Charlotte motioned and Regina seconded to indemnify the board members named in the legal action by Ms. Rakela and for Attorney Seth Cunningham to accept notice for the 7 named board members and defend them along with the Board. Paul, Charlotte and Regina voted yes. **Motion Carried.**

The Committee meeting ended after the vote and the Board meeting continued.

The Board worked with Seth on the strategy and steps to take in the case. The board and attorney discussed legal strategy and finding a way to avoid litigation through a mutually agreeable settlement. A motion was made and unanimously passed for Seth to ask Ms. Rakela if she was willing to negotiate a settlement.

The meeting ended at approximately 2:00pm

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes - Final

January 8, 2018 – 7:00 pm

1. **Call to Order** The meeting was called to order by Dennis at 7: p.m. at Emigrant Hall.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel (via phone), Richard Johnson, Leo Keeler, Charlotte Mizzi (via phone), Kevin Newby (via phone), Paul Ranttalo, Mark Seaver (via phone)
   ABSENT:
   Also attending: Iona Yabut (Administrative Assistant)
   Landowners: Aija-Mara Accatino, Svend & Donna Andersen, Charles & Miriam Barker, Debbie Blais, Ross Bunson, Tim Brockett, Claudette Dirkers, Micah Dirkers, Marshall Haley, Dorothy Keeler, Sally Muto, Clare Parker, Rik Pittendorfer, Kathleen Rakela, Eleanor Scheffelin, Bob and Kristi Sones, Brian Trisler, Linda Ulrich, Ia Williams.

   Guest: Danilie Howe, Jeff Magone

2. **Set Agenda**

3. **Visiting Landowner Input Period**

   Ia Williams thanked Tim Brockett and crew for putting up snow fencing.

4. **Officer and Committee Reports**

   4.1 President's Report – Dennis Riley

   4.1.1 Welcome, introductions

   4.1.2 Petition received November 27, 2017

   The petition was affected by the lawsuit that was filed on the 2017 election; the petition could not be addressed until the lawsuit and 2017 election were determined by the court.

   4.1.2 January 2, 2018 hearing-postponed

   The board had a meeting with attorney Seth Cunningham at Rib Chop House on December 11, 2018 (individuals purchased their own lunches). The people not named in the lawsuit
   formed a committee to decide if those named should be indemnified; the committee then met and voted to indemnify those named. All files filed with the court are public record and posted on the GLA website.
   Kathleen Rakela was present and offered an opportunity to speak. Ms. Rakela's response, though her husband, was that there were a number of communications with the board prior to her legal move.

   4.1.3 Temporary Restraining Order update, O'Connell

   The board had until Jan 12 to decide on a management plan so the O'Connells could participate in meetings at a safe distance. To be discussed further in the closed session.

   4.1.4 Lawsuit Update – GLA Response, Status update
   Val O'Connel filing to be a Joiner in the lawsuit

   Mrs. O'Connell took credit for writing a letter to the board, outlining the potential for legal liability. Ms. Rakela, speaking thru her husband, declared that she wrote the lawsuit paperwork herself, not Mrs. O'Connell. Val filed to be a joiner on her own volition, and the judge had yet to decide if she would be allowed to do so.

   4.2 Road and Weed / Management Committee Report – Dennis Riley

   4.2.1 SG & NG snow fence updates

Dennis asked Tim Brockett to give the update. At the last meeting, the board allocated funds to complete snow fencing. Over 3,000 feet were installed. Tim thanked volunteers Bob Sones, Svend Anderson, Micah Dirkers, Kevin Newby, John Carp, Jeff Riederer, Chad & Finnegan Stone, and Leo Keeler for completing the project on time and under budget. The committee was documenting areas that needed fencing in preparation for another installation next summer or fall.

Eight rolls of old snow fencing were still useable; since they were paid for by landowners, the board wanted to make it available to them.
Motion: Leo motioned and Charlene seconded to make the old snow fence that is stored at the Quonset Hut available to landowners on a first come first serve basis (limit 2 rolls please). **Motion passed unanimously.**

The Road Committee requested the authority to purchase sand as needed.
Motion: Leo motioned and Newman seconded to transfer the funds as necessary to purchase sand as necessary for the rest of the year. **Motion passed unanimously.**

4.2.2 Snow plow coordination
Tabled until after Road & Weed committee meeting.

4.3 Treasurer's Reports – Regina Wunsch

4.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary Dec. 2017
Motion: Dan motioned and Leo seconded to accept the treasurer's report as presented. **Motion passed unanimously.**

4.3.2 Unused road budget to NG & SG Road Funds

4.3.3 Petty Cash Procedure

4.4 Finance Committee Report – Regina Wunsch

4.4.1 NG 39 under Western Shamballa ownership
Church Universal bought back the land lease and now owned the full title. They were paying the back-dues and should be paid off in full in January.

4.5 Secretary's Report – Charlene Murphy

4.5.1 January newsletter / next mailing
The next mailing would combine the January newsletter with the end of year financial reports. Typically the January newsletter recapped the election results. In its place would be an article about the postponed election with the suggestion for landowners to go to the website for updates. Other topics were generated, such as snow plowing, snow fencing, thanking gravel donors, and emergency readiness.
Action Item: ***Mark to draft an article about PayPal/electronic payments and Kevin to draft a speed limit article. Dennis to draft an article about the postponed election.***

4.5.2 Feb. 15 Financial mailing
Regina reported the financials were done, and a budget meeting was needed to finalize the 2018 budget.

4.5.3 Doc Request M. Laverty
Mr. Laverty did not feel the documents he was sent made sense, nor were they accurate.
Action Item: ***To clarify the information for Mr. Laverty, Leo will personally visit and explain.***

4.6 Project Review Committee Report – Kevin Newby / Gerald Dubiel
Nothing to report; no new applications.

4.7 Communications & Technology Committee Report – Newman Brozovsky

4.7.1 Draft Formal Complaint form
Motion: Newman motioned and Paul seconded to approve the new official complaint form as presented.

The board discussed adding a space documenting that the complaint was resolved: a "case closed" section.
Amended Motion: Newman motioned and Paul seconded to approve the new form with the addition of the line: "Date complaint closed and response sent" at the bottom of the form. **Motion passed unanimously.**
Action item: ***Mark will post the new revised complaint form on website.***

4.7.2 Clawson commercial wood cutting, Lannes noise complaint-draft letter
The letter was not sent because only three directors offered comments over email and disagreement continued among the board. As a final point, Mr. Clawson had not previously been made aware that since his woodcutting was a commercial activity, he was obligated under covenant 5.08 to not make noise.
Motion: Charlene motioned and Regina seconded to accept and send the letter with a new date, cc to Mr. Lannes, give him 30 days to resolve the sound issue, and respond to the board.
In discussion, Dan suggested to add that if Mr. Clawson didn't cease & desist in 30 days, he would be found a member not in good standing.
Amended Motion- Charlene motioned and Regina seconded to send the letter to Mr. Clawson with a cc to Mr. Lannes as written with a final paragraph that he must cease and desist the noise and if he does not, he would become a member not in good standing in violation of covenant 5.08. **Motion passed** (9 in favor; 2 opposed- Newman and Paul; 1 abstention- Charlotte).

4.7.3 Complaint Brian Trisler, 11-29-2017
Mr. Trisler's complaint and discussions centered on violations on the setbacks. Setbacks were measured, and violations were found. Discussions centered on Paul's assertion variances were given to both he and Mr. Wallace on NG 30-D and recorded, but no recorded variances were found for any construction on NG 30-D or NG 30-E. Discussions questioned accepting verbal statements on variances, past Boards requests for corrective actions, the 2013 Board approval of an addition based on the building meeting setbacks, the 2013 approval wiping out all past violations and potential political intent in addressing a complaint about a current candidate for the Board. After an hour of input a motion was made:

Motion: Leo motioned and Kevin seconded that Paul be notified that the carport addition is in violation of the setbacks, the long 4 stall garage exceeds what was authorized in 2013 in size also violates setbacks, and the garage/workshop/ apartment is also in violation of setbacks and he has 30 days to correct those situations or come back to the Board with justifiable reasons why he is not in violation of the Covenants. **Motion Carried** (7 in favor – Dennis, Dan, Charlene, Regina, Leo, Mark, Kevin; 3 opposed – Charlotte, Newman, Gerald; 1 abstention – Richard; Paul recused.) Gerald felt 90 days more reasonable than 30 days for changes.
Action Items: ***Leo will write the letter; Iona to send Leo the motion and vote count; Dennis will sign.***

4.7.4 Complaint Ia Williams of 9-27-2017 2:44:04
The crux of Mrs. Williams' complaint was concern that Charlotte Mizzi had a conflict of interest as chairperson of the community property committee, due to her affiliation with Church Universal & Triumphant, and that Ms. Mizzi sought to develop the parklands for the benefit of CUT at the expense of Glastonbury association members. To that end, Mrs. Williams believed lack of professionalism, unilateral decision-making, and changing committee minutes was just cause for disciplinary action and asked the board to ask Ms. Mizzi to step down.

Charlotte felt everything she was accused of was a lie; that her vision to make the parkland beautiful was just a vision; that only the board can make decisions and she had never violated any covenants or bylaws.

Motion: Leo motioned to get attorney advice in writing speaking directly to the potential conflict of interest between members of Church Universal & Triumphant and board decisions impacting lands they own.
In discussion, Mark felt attorney advice was of no real legal value and a waste of GLA funds. Regina asked to see the motion changed to include board members on the NG Teaching Center board because the teaching center is an arm of CUT.

Amended Motion: Leo added board members that are tithing members of CUT.
The motion did not get a second. **Motioned failed.**
In conclusion, Mrs. Williams declared, "It's dead in the water; let's let it go."

4.7.5 Complaint Bob Sones 12-28-2017
Charlene read aloud her letter of apology to Bob & Kristi Sones. Bob Sones accepted the apology and read a brief statement, affirming he does use an ATV, it is licensed for highway use and is insured, but he has never trespassed.

4.8 Legal Committee Report – Dennis Riley

4.8.1 Late Assessment Demand Letter Update
The letters are scheduled to go out this week.

5. Approve Minutes: 12 04 2017
Motion: Charlene motioned and Dan seconded to approve the Dec 4, 2017 meeting minutes.
Motion passed unanimously.

5.1 Email Vote to approve November 2017 Financial Reports
10 Yes Votes. Motion Carried.

6. UNFINISHED BUSINESS

6.1 Settlement Agreement of 1998 on GAV, Helios and Vesta Roads - Violation of Bylaw VI(B)(2)(a), obligations exceeding 5 years
No updates- Tabled- move to beginning of February board meeting.

6.2. Arcturus Extension
No updates- Tabled- move to beginning of February board meeting.

7. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)
Donna Anderson asked for the motions made at Rib-Chop House and how people voted. Leo recounted three motions: 1) To establish a committee of those not named in the lawsuit to determine if those named should be indemnified; 2) That committee voted to indemnify those named in the lawsuit; and 3) To have Seth open the door for negotiations. All motions passed unanimously.
Claudette Dirkers requested the project review committee to discuss the maximum number of buildings that are allowed per lot at the next committee meeting.

8. NEW BUSINESS
Kevin left the meeting at 9:15 p.m. and rejoined the meeting at 10:45 p.m.

9. Adjournment (10:54 p.m.)

10. Closed Session (Begin Time 11:00 p.m.)

10.1 Discuss Rakela Lawsuit Negotiations
Motion: Dan motioned and Mark seconded to notify Seth that the board's settlement offer is based on the 4 points established earlier with the additions below.
Motion carried (11 in favor and 1 opposed - Leo; Leo won't approve it until he sees the final offer Seth presents.

10.2 Discuss the TRO of the O'Connell's

Action Item: ***Dennis will call Alanah Tuesday and clarify the Restraining Order.***

Closed session ended 11:30 p.m.

11. Next Board Meeting: February 12, 2018

Glastonbury Landowners Association, Inc.

Board of Directors – Meeting Minutes - *final*

March 12, 2018 – 7:00 pm

1. **Call to Order** The meeting was called to order by Dennis at 7:00 p.m. at Emigrant Hall.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby, Paul Ranttalo, Mark Seaver (via phone)
   ABSENT: Iona Yabut (Administrative Assistant)
   Also attending:
   Landowners: Aija-Mara Accatino, Donna Andersen, Charles & Miriam Barker, Debbie Blais, Claudette Dirkers, Dorothy Keeler, Michele McCowan, Sally Muto, Jeff Reiderer, Leticia Sandoval, Linda Ulrich, Ed Dobrowski, Clare & Rudy Parker, Marshall Haley, Sally Muto, Richard Mead, Michael Laverty, Eleanor Schieffelin, Frances Reagan, Rebecca Thompson, Pedro Pinardo, Bob and Kristi Sones, Norman Kweicien, Jerry Ladewig.
   Guest: Sharon Braley

2. **Set Agenda**

   Gerald added **5.2.0** Disclaimer Document before Project Review Committee report

3. **Visiting Landowner Input Period**

   Rudy Parker questioned why Lannes, who is not in good standing, was allowed to file a complaint (Dennis explained that our covenants don't state we can ignore a formal complaint due to a land-owner's standing); questioned board's actions regarding Trisler complaint making Paul Ranttalo not eligible to run for the board, statement that Kevin had a list of CUT members and they were scrutinized for covenant infractions. Kevin stated his list was of delinquent landowners and not discriminatory.

   Aija Mara Accatino read a statement that the board action against Paul was politically motivated and stemmed from prejudged malicious attitudes. Illegal votes by incumbents to remove Rakela and Haley from the ballot.

   Michael Laverty stated he knows of two motor homes in Glastonbury with people living them and they are not being told to leave.

   Sally Muto: Asked if it would help the board in court to get a list of landowners who supported the board. The election committee didn't act without following the covenants.

   Claudette Dirkers thanked the board and committees, come together to solve issues.

   Ed Dobrowski: Board didn't require surveyors, so it was left up to property owners to mark the boundaries. He knows of others in Glastonbury who are violating setbacks, why isn't the board going after these landowners? Answer, the board can only respond to a formal complaint.

   Marshall Haley asked for mercy and community good will on Paul's 11 inches over the setback limit.

4. **UNFINISHED BUSINESS – Tabled from January 8, 2018 meeting**

   4.1 Settlement Agreement of 1998 on GAV, Helios and Vesta Roads.

   Need to resolve the easement issue. Board needs to agree on what our attorney should say in response to Sironi letter.

   Action Item: ***Legal committee to meet and formulate a recommendation on several courses of action regarding Sirius Road and all easements to get things correct legally, to present to board at April Board meeting.***

   4.2. Arcturus Extension

   Postpone discussion until the material can be copied for the board.

   Action Item: ***Legal committee to draft an issues document about Arcturus Extension for the board to act on in April. Draft a letter for the landowners who live on the Arcturus extension***

and invite them to come to the May meeting.

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Welcome, introductions

5.1.2 Temporary Restraining Order update, O'Connell

The TRO went to the State Supreme Court; waiting for it to be signed by the district judge.

5.2 Project Review Committee Report – Kevin Newby / Gerald Dubiel

5.2.0 Gerald Dubiel read a Disclaimer draft that LO's should employ a professional to assure that building footprints have been staked out correctly. The professional has insurance**.** A land-owner is allowed to stake the building footprint and boundary lines, but the landowner is responsible if a setback is not correct and found in violation of the covenants**,** from this point forward.

Motion: Gerald motioned, and Charlotte seconded that his disclaimer doc be added to the Project Review instructions and posted on the website to alert landowners AND that all projects approved prior to March 12, 2018 by the majority of the board be recognized as in compliance with the covenants without further review.

Motion failed (4 in favor – Gerald, Charlotte, Richard, Paul; 7 opposed –Kevin, Mark, Leo, Dan, Dennis, Charlene, Regina; 1 abstention–Newman).

Action Item: ***Refer the Disclaimer document to the Project Review Committee for review.***

5.2.1 SG 60, Anderson, Dwelling, garage, septic, driveway

Had a shelter and 4 mobile homes with 3 drain fields; won't use any of the septic systems. New septic system, long driveway. Well already on the property. The landowner agreed to send his DEQ report.

Motion: Kevin motioned Gerald seconded to accept the project with the requirement that they obtain all necessary permits, reseed any disturbed land and the landowner has agreed to send the GLA a copy of his DEQ septic permit for the record. **Motion carried unanimously.**

5.2.2 Setbacks for outbuildings and accessory buildings

Jerry Ladewig SG33-C expressed concern about a neighbor's greenhouse that was found to be over the property line. Kevin explained the setbacks for Accessory buildings over 500 sq. ft. require a 50 feet setback. An outbuilding is less than 500 sq. ft. and has a 25 ft setback. Before the Master Plan was adopted in 2007, the setbacks for all buildings was 25 feet.

5.2.3 Discuss additional dwelling assessments for Gelderloos, Goulart, and Sharpless

At a Project Review committee meeting it was reported that these three landowners have additional dwelling units that are not being assessed.

Action Item: ***The treasurer will send the standard second dwelling letters to Gelderloos, Goulart and Sharpless as per GLA procedure.***

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary Feb. 2018

Motion: Leo motioned and Charlene seconded to approve the Feb. 2018 Treasurers reports. **Motion carried unanimously**. Michael Laverty said he didn't receive a statement.

Action Item: ***The treasurer will follow up.***

Discussed letter from an attorney regarding Fienhage NG 57- and collection of past dues of previous owner: Kovacs.

Motion: Leo motioned and Dan seconded to send this letter to our collection attorney and ask for him to respond and give us advice. **Motion carried unanimously.**

5.3.2 New liens

Ten properties received the 30-day lien warning letter. On March 16, a 10-day warning letter will be sent. On March 26 liens will be filed.

5.3.3 Rakela payments from 2011, oral fees waiver and payment schedule

Ms. Rakela could not remember which board member gave her an oral agreement in 2011 to pay her properties throughout the year without incurring penalties and finance charges. It was probably former treasurer, Sheridan Stenberg. This payment arrangement was never recorded in QuickBooks notes or in the meeting minutes. Ms. Rakela requested that her 2016 payments be credited as she directed in 2016. In the process of reapplying her payments a finance charge of $2.15 was assessed on one of her accounts in 2016 for late payment, because no one knew of her oral agreement and the agreement was also not recorded in the board minutes. That agreement is in no longer in place.

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Motion: Regina motioned and Charlene seconded to adjust the balance on one of Ms. Rakela's accounts and waive a $2.15 late fee from April 2016. **Motion carried unanimously.**

5.4 Finance Committee Report – Regina Wunsch

It was reported that David Thorpe's property, NG6-A, would be sold at auction on Friday, March 16.

5.5 Secretary's Report – Charlene Murphy

5.5.1 Approval of Email Votes

Vote not needed.

Action Item: ***Charlene will send out email votes.***

5.5.2 Correspondence follow up

All correspondence needs a timeline stated in the letter. A correspondence spreadsheet has been developed to track follow-up letters.

5.5.3 Committee minutes

The website calendar records that all board and committee meetings can attended by phone conference.

5.5.4 Admin Scanner is not working. Connectivity problem.

A scan doctor program, compatible with a MAC computer, will be tried first.

Motion: Charlotte motioned and Charlene seconded to buy equipment not to exceed $450. **Motion carried unanimously.**

5.6 Road and Weed / Management Committee Report – Dennis Riley

5.6.1 Review draft Sirois letter #2

Motion: Kevin motioned and Dan seconded to send the letter. **Motion carried unanimously**.

5.6.2 Draft Road Policy, update on process

Claudette Dirkeers reported that after the second 30- day review, the Road Policy Advisory Group will create a spreadsheet of all comments and rework the Q & A. A meeting will be scheduled soon.

5.6.3 Selling old plow truck

Need a replacement title.

Action Item: ***Walter Wunsch will get the VIN number to Dan who will follow up to get replacement title.***

5.6.4 Roadside mowing contract

Dennis reported Joanna Dawson asked that we give her a 2-year contract so she can buy a piece of equipment that can mow 48 inches wide. Tim will write the work order that will become a contract. The road committee will solicit other bids.

5.6.5 Trench and Repair of Capricorn Road

Important to have only one board member deal with a contractor so there is no confusion.

Dennis will be the contact person to coordinate with Standish Excavation. A load of gravel was put on the trench as a temporary fix. Heavy spring runoff has created a complex drainage problem, ditches clogged with plowed snow, etc.
Motion: Leo motioned and Charlene seconded to proceed with the bid from Standish, sole source, to fix the immediate problem; to spend no more than $5000 to raise the road on Capricorn, 8-12-inches. Standish will use '3inch minus pit run' to build the base and a regular road mix on top. Standish will feather the edge of the road into the driveways of NG11-A and NG28-A on both sides of the road. **Motion carried unanimously.**

5.6.6 Contacting landowners re: a culvert under their driveway
Tabled due to time constraint.

5.7 Communications & Technology Committee Report – Newman Brozovsky

5.7.1 Paul Ranttalo response to Board letter
Paul requested a legal opinion and to ask how to proceed with the alleged violation of the setback of his buildings. Dan suggested moving the carport attached to the shop and a boundary adjustment with his neighbor to give adequate setbacks for his storage shed.

5.7.2 Discussion on Legal advice re: Trisler complaint – tabled due to time constraint

5.7.3 Update on Lannes complaint – tabled due to time constraint

5.7.4 Draft Charter for the C & T Committee – tabled due to time constraint

5.7.5 Recommendation, Conflict of Interest review be done by Gov Doc Committee – tabled due to time constraint

5.7.6 Complaint Ia Williams of 9-27-2017 & 2-16-2018 – tabled by Mrs. Williams until April board meeting

5.7.7 Complaint Donna Andersen 2-15-2018 – tabled due to time constraint

5.8 Legal Committee Report – Dennis Riley

5.8.1 Update on collections
Action Item: ***Leo will research other collection attorneys and include Regina for questions.***

5.8.2 Update on Rakela Lawsuit
Hearing scheduled on March 23, 2018, MT sixth District Court.

5.8.3 Rule 60 Motion by Chrystal O'Connell – tabled due to time constraint

6. Approve Minutes: Closed Session 01 08 2018 & 02 16 2018 – tabled due to time constraint

7. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker) **–** tabled due to time constraint

8. NEW BUSINESS

9. Adjournment (11: 16 p.m.)

10. Closed Session
10.1 Discuss Rakela Lawsuit – tabled due to time constraint

11. Next Board Meeting: April 9, 2018

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

April 16, 2018 – 7:00 pm

1. **Call to Order** The meeting was called to order by Dennis at 7:01 p.m. at Emigrant Hall.

   PRESENT: Dennis Riley (President), Dan Kehoe (left at 9:54pm) (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi (via phone), Kevin Newby, Paul Ranttalo, Mark Seaver (via phone)
   ABSENT:
   Also attending: Iona Yabut (Administrative Assistant)
   Landowners: Aija-Mara Accatino, Svend & Donna Andersen, Miriam Barker, Debbie Blais, Tim Brockett, John Carp, Claudette Dirkers, Ed Dobrowski, Dorothy Keeler, Chuck & Sally Muto, Pedro Pinardo, Kathleen Rakela, Jeff Reiderer, Leticia Sandoval, Eleanor Schieffelin, Chad Stone, Rebecca Thompson, Linda Ulrich, Chris & Ia Williams.
   Guest: Sharon Braley

2. **Set Agenda**
3. **Visiting Landowner Input Period**

4. **UNFINISHED BUSINESS – Tabled from January 8, 2018 meeting**
   - **4.1 Settlement Agreement of 1998 on GAV, Helios & Vesta Roads, Aries & Sirius pavement**
   - **4.2. Arcturus Extension**

     The Legal Committee met on March 29. No motions made.
     The Legal Committee presented their discussions from March 29th on resolving the North Glastonbury Easement problems on Sirius and Aries, extension of Arcturus status as a Community Road and the 1998 Agreement. They offered the following as a starting point for the Board and Landowners to discuss in moving forward:
     1. Work with CUT to grant easement to GLA on paved portion of Aries and Sirius roads and gravel portion of Aries, not currently shown as platted roads GLA maintains.
     2. Work with Road & Weed committee to develop criteria for subdivision roads to be accepted into the road system and maintained by the GLA. Requirements to include; upgraded to GLA standards, a turnaround area, subdivision members agree to allow easement for GLA onto their subdivision road. This would require a board vote to approve. Landowners of the subdivision would request to be added to GLA road system, on a first come first served basis. Road committee would inspect that road is up to standards, so equipment is not damaged. Possible roads to annex: Arcturus extension, which never got a board vote to be maintained by GLA, gravel portion of Sirius is contested to be a subdivision road. Aquila Lane has inquired about maintenance.
     There are about 3.8 miles of subdivision roads within NG & SG. There
     are 18 miles of platted roads currently being maintained. Taking total annual road budget and dividing by 18, gives how much the GLA spends per mile on road maintenance, about $4,000 per mile. The GLA could take on about one mile of new subdivision roads each year by raising the land assessment $10. $10 x 400 lots = $4,000. Additional funds maintain the newly adopted roads with no change to maintenance of existing platted roads. This plan would not increase burden or divert funds from current roads.

Landowners and board members had questions and concerns about the Legal Committee's recommendation.

Action Item: ***Charlene forward Legal Committee's recommendation to Road & Weed Committee and Road Policy Advisory Group.***

Action Item: ***Dan to set up a meeting with CUT to discuss easements for Sirius & Aries paved roads.***

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Welcome, introductions

5.1.2 Temporary Restraining Order update, O'Connell

Montana Supreme court reviewed it and sent back to district court. Attorney Alanah Griffith was asked to present language to district court for court to consider, still waiting for district court to sign off. 'Permanent' status will be decided by judge.

5.1.3 Update hearing March 23

March 26, 2018, court order; to hold a rescheduled 2017 election on June 16, 2018, with a new nomination period. Board is following judge's orders. Further updates from the court will be posted on the website as they are received.

5.1.4 Paul's voting status on board

Paul questioned civil statutes of limitation, judgement and enforcement. Paul wanted the board to revote his status as being in violation and not a member in good standing. No motion was made.

Board is not pursuing legal action asking Paul to move the building. He remains in violation of setback covenants.

Motion: Leo motioned, and Dan seconded to ask Seth. "Can a board member found not to be in good standing still vote on issues of the board?" **Motion carried** (11 in favor, 1 recusal- Paul).

Action Item: *Legal Committee send this question to Seth for a legal opinion.*

Motion: Dan motioned and Charlotte seconded to ask Seth, **"**How far back can we go with a covenant violation, what is the statute of limitations on that, and if past, can we hold that person as not in good standing? For any covenant we haven't enforced, have we lost the ability to enforce due to Estoppol and Laches?" **Motion carried** (9 in favor; 2 opposed- Leo and Kevin; 1 recusal- Paul).

Action Item: *Legal Committee send these questions to Seth for a legal opinion.*

5.2 Project Review Committee Report – Kevin Newby / Gerald Dubiel

5.2.1 SG 56-A, Parthasarathy, Shed

Shed is 40 feet from easement and does not interfere with septic or drain field.

Motion: Kevin motioned and Richard seconded to approve this project with condition to reseed any disturbed ground. **Motion carried unanimously.**

Action Item: ***Iona to notify landowner of preliminary approval and remind them to apply for Final Approval for greenhouse and bond refund.***

5.2.2 Dried-in dwellings structures

Gerald working on draft document to list requirements for a structure to be considered 'dried in' and assessed a dwelling assessment. The 'dried in' criteria should be in PR instructions.

Motion: Regina-motioned and Charlene seconded to credit the Diehl's dwelling assessment until the BOD establishes a policy and notifies them. **Motion carried unanimously.**

Action Item: ***Regina will credit dwelling assessment for Diehl's partially finished dwelling.***

Action Item: ***PR Committee will draft the 'dried in' criteria and bring to next BOD meeting and put it out to landowners for 30-day review.***

5.2.3 Update additional dwelling of Gelderloos, Sharpless, Goulart and Ranttalo

Richard inspected Gelderloos and Sharpless because they contacted the board but did not inspect Goulart who did not contact the board. Paul's property was not in question. Paul already pays two dwelling assessments. Dennis said to remove Paul from the list.

Gelderloos is currently assessed for two properties, each with a dwelling. Richard inspected the rental, the house and shop. No rental above the shop. No additional dwellings found.

Sharpless has a mobile home, and a building behind it with two rentals. She is assessed and paying for two dwellings but has three. Need to determine if it is a mobile home or a modular home and when it was placed, when the stick built structure was built, before 2007 Master Plan?

Action Item: ***Richard to contact Sharpless for clarification.***

Goulart alleged 2 maybe 3 dwelling units.

Action Item: ***Richard will contact Goulart.***

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary March 2018

Regina reminded the board that we used unallocated funds to pay winter bills until more assessments were received. Unallocated funds have been paying for extra roadwork, but when past due money has all been collected we must live within our means.

Motion: Regina motioned, and Dan seconded to approve the Treasurers Reports as presented. **Motion passed unanimously.**

Regina reported landowner, Healy's check for January payment was lost in the mail and never received. April statement alerted landowner of the lost check and he asked the board to waive penalties and interest. Regina reports he is never late.

Motion: Mark motioned, and Regina seconded to forgive penalties & finance charges for said landowner. **Motion passed unanimously.**

5.3.2 New bank account for PayPal

Discussed need for a separate account to receive PayPal payments.

Motion: Kevin motioned and Dan seconded we create a new ACH account for PayPal transactions. **Motion passed unanimously.**

Action Item***: Charlene will ask bank to set up another checking account and send Mark the new account number to change the PayPal profile.***

5.4 Finance Committee Report – Regina Wunsch

Lien letters went out. One landowner paid right away. Two landowners paid after liens were filed. Those two still paid $50 lien charge.

5.5 Secretary's Report – Charlene Murphy

5.5.1 Non-participating committee members

Road & Weed committee and the election committee voted to ask the board to remove Val O'Connell from the committees due to nonparticipation which affects quorum. Val is also on the Finance and Governing Documents committees and has not participated.

Motion: Leo motioned and Charlene seconded that Val O be removed from all committees. **Motion passed unanimously.**

5.5.2 Member Petition

The member petition submitted by Clare Parker, November 27, 2017, is being considered with the Rakela lawsuit. As soon as anything is known about the petition or lawsuit it will be posted on the GLA website.
Nomination mailing sent out April 2. Candidates can use the same bio if they choose to do so but must submit a new nomination form, signed and dated. Form must be received by May 2, 2018, 5:00 p.m.
Action Item: ***Charlene ask Mark to post all email votes on the website.***

5.5.3 Discuss honoring proxy forms from Nov/Dec 2017, at June 16 election

Motion: Charlene motioned and Kevin seconded that proxy forms from postponed elections in Nov. 11, and Dec. 2, 2017, be honored at the rescheduled 2017 election on June 16, 2018, unless the landowner has revoked that proxy or signed a new one.
Motion Carried (7 in favor; 4 opposed- Gerald, Charlotte, Paul, Mark; 1 abstention- Newman).

Charlene reported the GLA scanner is working and asked to rescind the motion to purchase a new scanner/copier/printer, made at the March 12, 2018, board meeting. Charlene reported the absentee ballots mailed to GLA in Nov and Dec 2017 are stored unopened in a locked file cabinet with the admin assistant. Retention Policy for election materials is three years.

5.6 Road and Weed / Management Committee Report – Dennis Riley

5.6.1 NG Pavement repair

Road & Weed Committee solicited bids for an engineer to inspect the paved roads. Received 6-7 bids with an hourly rate of $80 to $127. Road Comte will review and make a recommendation. Bailey Paving's $12,000 bid was solely to repair Capricorn in one spot, doesn't include prep. Must wait for ground to thaw.
Action Item: ***R & W committee meeting at Dennis' house, April 24, at 145 Hercules road.***

5.6.2 Draft Road Policy, update on process

Claudette reported a spreadsheet with comments from 28 landowners has been compiled listing concerns with maintenance cost, safety, etc. The Road Policy Advisory Group will add to their Q & A document and revise the previous draft road policy for review by the board.

5.6.3 Update gravel portion of Capricorn Rd

A question about $6,000 voted for mag chloride in North Glastonbury. Board will wait for the road engineer's assessment to evaluate needs of all Glastonbury roads.
Motion: Leo motioned and Regina seconded to spend $100 for safety signs. **Motion passed unanimously.**

Road & Weed committee request for 1) line item on 2019 budget for road engineer and request that 2) board allocate $3,000 for that purpose. Discussion, a line item does not obligate spending money.
Motion: Kevin motioned and Leo seconded to add line item on 2019 budget for road engineer. **Motion passed unanimously.**

5.7 Communications & Technology Committee Report – Newman Brozovsky

5.7.1 Draft Charter for the C & T Committee

Discussed disbanding the committee before talking about a charter.
Motion: Mark motioned and Leo seconded to disband the Com & Tech committee.
Motion Carried (7 in favor; 3opposed- Charlotte, Kevin, Paul; 1 recusal- Newman).

Discussion: the President can assign complaints to rotating board members instead of

the C & T committee. Can have the Ombudsman from the area involved and a board member assigned to each complaint, with a specific amount of time to address/resolve it.

Motion: Leo motioned and Regina seconded, the President can assign the Ombudsman from the area and one board member to be two of at least 2-3 members, another can be a landowner, not necessarily a director, assigned to look into the complaint. The President will decide the severity of allegations and determine number of members involved in reviewing the complaint. **Motion carried** (10 in favor; 1 recusal- Dennis).

Action Item: ***Dennis will talk to each complainant individually before he assigns people to review the current complaints. Dennis to speak with Ia Williams, Donna Anderson, Leo Keeler, Debbie Blais and Chad Stone.***

5.7.2 Recommendation, Conflict of Interest review be done by Gov Doc Committee

Newman stated the C & T committee worked on the COI and concluded it needed the governing documents committee to complete the work. Leo reported the Governing documents committee has met twice and is working to consolidate the existing COI policy, Mark's research draft and the MT Non-Profit Association's COI policy, to be finalized and ready for the board to review at May board meeting.

5.7.4 Complaint Ia Williams of 9-27-2017 & 2-16-2018

Postpone until Charlotte is physically present.

5.7.5 Complaint Donna Andersen 2-15-2018

Donna wanted the committee dissolved. She felt her complaint could be closed.

5.7.6 Complaint Leo Keeler, 3-22-2018 – FYI only, will not be discussed

Refer to Dennis.

5.7.7 Resignation of Mark Seaver from C & T committee

Committee is dissolved.

5.8 Legal Committee Report – Dennis Riley

5.8.1 Update on collections

Dennis, Leo, and Regina met with new collection attorney from The McClain, Younkin, Willett Law Firm: Within 2 weeks they will have a letter for those with long-term late assessments. First letter would be friendly, but firm, include timeline for response, stating going to court, and filing for judicial lien if no response. When no response, each case would be dealt with case-by case. Another letter to entire membership, stating "this is the process that is going on" to encourage people to keep current in paying assessments.

Action Item: ***Dennis follow up with Dan to contact Attorney Landers and his services will not be needed.***

Motion: Leo motioned for board to ask Paul to step down or not vote until next re-election. **Motion failed-** no second.

5.8.2 Update on Rakela Lawsuit

Judge's order to proceed with rescheduled 2017 election scheduled on June 16. New board seated in July.

5.8.3 Rule 60 Motion by Chrystal O'Connell

Motion filed by Chrystal, basically saying O'Connell children should not be held as vexatious litigants or stopped from suing GLA. Paperwork in, waiting for judge to rule. Was appealed by O'Connell's, waiting for Judge Cybulski's ruling.

6. Approve Minutes: Closed Session: 01 08 2018 & 02 16 2018, 03 07 2018, 03 16 2018 and March 12, 2018, Board Minutes

Motion: Charlene motioned and Mark seconded to approve the 1/8, closed session minutes. **Motion passed unanimously.**
Motion: Charlene motioned, Kevin seconded to approve 2/16 closed session minutes. **Motion carried** (10 in favor; 1 abstention- Newman).
Motion: Charlene motioned, Regina seconded, to approve 3/7 closed session minutes. **Motion carried (**10 in favor; 1 abstention- Richard).
Motion: Charlene motioned and Leo seconded to approve 3/16 closed session minutes. **Motion carried** (8 in favor; 3 abstentions- Regina, Paul and Richard).
Motion: Charlene, motioned, Kevin seconded to approve 3/12 BOD Meeting Minutes. **Motion passed unanimously.**

7. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

8. NEW BUSINESS

9. Adjournment (10:50 p.m.)

Discussion after adjournment:
Jeff Muto sent a signed, notarized letter stating his mother Sally Muto is appointed to represent his interests in NG 27, in all matters associated with the GLA; voting, seeking elected office and serving on committees.
Motion: Leo motioned and Kevin seconded to accept Jeff's notary to empower Sally with the same authority and abilities as a trustee may assign their representative. **Motion carried** (8 in favor; 3 abstentions- Charlene, Paul and Charlotte).

Action Item*: Leo will research Bylaws if this letter takes the place of a voting proxy.*
Action Item*: Charlene will create a new form.*

11. Next Board Meeting: May 7, 2018

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

May 7, 2018 – 7:00 pm

1. **Call to Order** The meeting was called to order by Dennis at 7:07 p.m. at Emigrant Hall.

PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby, Paul Ranttalo (via phone), Mark Seaver
ABSENT:
Also attending: Iona Yabut (Administrative Assistant)
Landowners: Aija-Mara Accatino, Svend & Donna Andersen, Miriam and Charles Barker, Debbie Blais, Tim Brockett, John Carp, Joanna Dawson, Claudette Dirkers, Ed Dobrowski, Dorothy Keeler, Michael Laverty, Michelle McCowan, Sally Muto, Kathleen Rakela, Jeff & Donna Reiderer, Eleanor Scheffelin, Andrea Sedlak, Bob & Kristina Sones, Chad Stone, Linda Ulrich, Chris & Ia Williams.
Guest: Sharon Braley

2. Set Agenda

Dennis added to Road Committee Report 5.6.7 Maintenance on a newly discovered platted road.

Dan added 5.6.8, replacement truck title form

3. Visiting Landowner Input Period

Tim Brockett thanked committees for their work to improve the community, and the Glastonbury Landowners For Positive Change for their accomplishments and foresight.

4. UNFINISHED BUSINESS

4.1 Settlement Agreement of 1998 on GAV, Helios & Vesta Roads, Aries & Sirius pavement

Dan talked to Susie Shimmin from CUT/Western Shamballa. We can send a letter and include the picture showing easements prepared by Leo. The GLA drives across CUT property and CUT property drives across a GLA road because it is landlocked. To work out an agreement between the two parties would save time and money. Prescriptive easements involve going to court and legal expenses. The Board previously voted to not maintain the gravel portion of Sirius Road.

Action Item: Schedule Legal Committee meeting, May 10, 2018, 7:00 p.m. at 9 Polaris Way in South Glastonbury, to formulate a letter to CUT to move forward on easements.

4.2. Arcturus Extension

Also covered in 4.1 Subdivision roads discussion. Arcturtus extension can be addressed by the proposal from the legal committee that is currently under review by the Road & Weed Committee.

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Welcome, introductions

5.1.2 Paul's voting status on board

Attorney responded to the question of Paul as a member not in good standing voting on issues of the board. Governing documents of the GLA do not allow the board to restrict voting rights of a board member.

Attorney Seth Cunningham responded on a question of statute of limitations. The governing documents are treated as a contract under contract law and the courts consider if a statute of limitations of 8 years applies to the specific covenant. Seth said court rulings against HOA's trying to claim things from the past is a waste of landowner funds.

5.2 Project Review Committee Report – Kevin Newby / Gerald Dubiel

5.2.1 Dried-in dwellings structures

Gerald and PR committee presented a definition of a 'dried in' dwelling, to become a policy and that the policy be put in two places on website- under assessments and other under PR application instructions timeline

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Motion: Kevin motioned and Leo seconded to accept the paper Gerald had written, to say new home construction is considered dried in, based on definition of dwelling that is a structure or portion of structure that leaves GLA ability to define the definition. Kevin Amended motion: New home construction is considered a dwelling unit when windows, doors, roof, are installed, and shall be assessed a dwelling assessment at that time.

Amended motion: Kevin motioned and Leo seconded to accept the draft as written except paragraph 2: "New home construction is considered a dwelling unit when all windows, door, roof, are installed, and will be assessed a dwelling assessment at that time." **Motion passed unanimously**.

Action item: ***Gerald to retype changes and will be sent out to LO for 30-day review.***

5.2.2 Well Logs

Kathleen Rakela requested the document of well logs as per Covenant 5.12 Section d.
Park County and DNRC keep records of all well logs.

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Motion- Leo motioned and Dan seconded for the board to consider that well logs on the state website fulfill the need of GLA under covenant 5.12.d. and post this on the GLA website. **Motion passed unanimously.**

Action Item: Mark to post information on GLA website that well logs can be found on the state website.

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary April 2018

Discussed overage of lawsuit incurred budget item 1310a. We need to determine how much unallocated savings is available for road work. Old assessments money collected goes into unallocated savings because it is not part of the budget. Unallocated funds are currently $35,119. After subtracting the incurred legal overage, it would leave $22,656.
Better to pay the over budget (incurred legal) out of the legal fund and that frees up money for general operating fund.

Motion: Regina motioned and Leo seconded to cover the overage of lawsuit incurred $12,462.99, to be paid out of the Legal Fund. Same amount to be reimbursed from unallocated savings back into the Legal Fund. **Motion passed unanimously.**

Motion- Kevin motioned and Dan seconded to accept the Treasurers Reports as written**. Motion passed unanimously.**

5.3.2 Members not in good standing as of April 30

Regina has a record of envelopes for all payments received as of 5/5/18. There are 33 landowners in NG, 37 landowners in SG that are not paid in full. If payment was not postmarked by April 30, a member is s not in good standing for voting at the June 16, 2018, election.

5.3.3 Following court order, Payments received by April 30

5.4 Finance Committee Report – Regina Wunsch

Lawyer sent sample letter of what to send to delinquent people **See 5.8.1**

5.5 Secretary's Report – Charlene Murphy

5.5.1 Candidates

Need volunteers for all positions at election, June 16, 2018.
List of candidates' bios available to all landowners by request.

5.5.2 Sirois, voting eligibility

Not eligible because his trailer is still parked in the easement after he received a letter.

5.5.3 Document Requests

Motion: Leo motioned and Kevin seconded that the Sept/Oct. 2017 letter signed by Dennis to CUT be sent to Debbie Blais. **Motion passed** (7 in favor; 3 opposed-Dan, Charlotte, Charlene; 2 abstentions- Newman and Paul).
Action item: ***Iona to send Debbie Blais the letter.***

Tim Brocket requested Board Meeting Minutes from 1997 to 2015 for the purpose of historical research. Discussion: Meeting minutes should be available to landowners who request them but some Directors feel they should not posted on a website, which is not enforceable under the Covenants. By state law, the board is required to provide resolutions, and those are only recorded within the minutes.
Motion: Leo motioned and Kevin seconded to provide Tim the meeting minutes as per his doc request, in digital form. Motion was amended.

Amended Motion-: Leo motioned and Kevin seconded to provide Tim and any other landowner in good standing who provides a thumb drive or CD, the past meeting minutes in digital form. **Motion passed unanimously.**

5.6 Road and Weed / Management Committee Report – Dennis Riley

5.6.1 NG Pavement repair

CH engineering in Bozeman, met with Dennis & Tim in SG and Dennis & Claudette in NG. The engineer will formalize in a report which will be made public when received. Engineer felt pavement was in relatively good shape for its age. Recommendation for large pavement repairs was to dig 18-24" below pavement and create a road base that's up to County standards. Road mix to even everything out before paving. and then have a paving company pave it. Do the same with all large holes. Then can chip seal it after all that is done. Cold patch where it makes sense, in small places, but cold patch is not possible with big holes as on Capricorn.

5.6.2 Road Engineer

See 5.6.1

5.6.3 Spring Grading Contract

Will address culverts in a separate funding request. Will ask for a culvert on Hercules. Possibly more culverts pending engineers official report.
Dennis wrote "water truck" into contract.
Motion: Charlene motioned and Dan seconded to approve Gravel & Grading work order as written adding "water truck" wherever it needs to be added.
Motion was amended.

Amended motion: Charlene motioned and Dan seconded to approve Gravel & Grading work order as written adding water truck wherever it needs to be added and taking money from the road funds rather than the unallocated funds. **Motion passed unanimously.**

5.6.4 Flooding in High South

Hercules turned into a bog due to Gold Meier Creek overflowing. Standish, did emergency repairs, included big trenches on side of the road and put down material. Corrected creek to put back in its banks.
Another spot of flooding, a new spring bubbled up on Hercules, half of Hercules not passable; Standish carried away a lot of water, but still bubbling up in middle of road. May need more funding.
Regina ordered reflective traffic cones. At night, dangerous to drive, may not see trenches, etc.

5.6.5 Mowing Contract

A two year contract with the contractor**,** commitment for budgeted amount for weed cutting, splits NG & SG equally.
Motion: Kevin motioned and RJ seconded to approve the mowing contract; commence as soon as possible.
Amended motion: Change contract #3 to commence as soon as possible in June and finish by July 31s
Amended motion: Dan motioned and Kevin seconded to approve the mowing contract with the change at #3 "to commence as soon as possible in June and finish by July 31s".

5.6.6 Culverts

Dennis- tabled until official road engineer's report is received.

5.6.7 New platted road discovered-

Located off of Libra Drive, no previous road work ever done to it; has one house and a new one being built on it.

Motion: Leo motioned and Charlene seconded to accept the offer to bring the road up to GLA Standards by Rich Spallone to grade and add road mix to the newly discovered platted road for $2600 to come from SG road fund. **Motion passed unanimously.**

5.6.8 Form to request Title for white truck so can sell it

Motion: Dan motioned and Mark seconded to send in car title request and road committee has authority to sell the 1994 white plow truck and get whatever possible. **Motion passed unanimously.**

5.7 Complaints- Dennis Riley

5.7.1 Complaint Ia & Chris Williams, 4-25-2018/group complaint

Charlotte asked for time to research. She asked for minutes and recordings. Ia stated Charlotte had asked for postponement last month and would like anyone to speak at will.

Charlotte objected to proceedings.

Motion: Dan motioned to bring closure to complaint since board cannot require a board member to step down. **Dan rescinded motion.**

Motion: Leo motioned that the board ask Charlotte to step down from the board**. No second; motion failed.**

Chris Williams read a statement.

Charlotte responded to statement.

Motion: Dan motioned that the board received the complaint, not voting to ask Charlotte to resign, consider matter closed. **No second; Motion failed.**

Action Item: Dennis to review original complaint, review Charlotte's rebuttals, and then bring it back to the board.

5.7.2 Complaint Donna Andersen 2-15-2018

Donna's complaint was satisfied by dissolution of the C & T Committee

5.7.3 Complaint Leo Keeler, 3-22-2018 – FYI only, will not be discussed

tabled

5.7.4 Complaint Debbie Blais 03 25 2018

Covered in discussion under agenda item, 5.1.2

5.8 Legal Committee Report – Dennis Riley

5.8.1 Update on collections

Lawyer sent our first draft of letter. Leo made comments and will sent letter to the board, asking for a vote by written consent to finalize the letter.

5.8.2 Update on Rakela Lawsuit

Motion to Modify. Ongoing litigation.

5.8.3 Rule 60 Motion by Chrystal O'Connell

Attorney will respond.

5.9 Governing Documents Committee – Leo Keeler

5.9.1 Draft Conflict of Interest Policy

Discussion: Update developed using the Montana Nonprofit Association and Mark Seaver research as a guide.

Motion: Leo motioned and Mark seconded to accept the draft Conflict of Interest Policy.

6-Yes votes: Richard, Leo, Kevin, Mark, Regina and Dennis. 5-No votes: Newman, Gerald, Dan, Charlotte and Charlene. **Motion Carried**.

6. Approve Minutes: April 16, 2018, Board Minutes-Tabled

7. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

8. NEW BUSINESS

9. Adjournment (11:15 p.m.)

10. Closed Session

10.1 Discuss Rakela Lawsuit

Discussion began, 11:20 p.m. and ended 11:40 p.m.
Eight board members stayed for the closed session: Richard, Newman, Regina, Charlotte, Dennis, Charlene, Mark, and Leo.
Discussed the lawsuit, questions for attorney and moving forward.
Motion: Mark motioned and Leo seconded to ask the attorney to move forward with the case. Unanimous Consent**. Motion Carried**.
Action Item: Leo will send questions and motion to our attorney Seth Cunningham.

11. Next Board Meeting: June 11, 2018

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

June 11, 2018 – 7:00 pm

1. **Call to Order** The meeting was called to order by Dennis at 7:02 p.m. at Emigrant Hall.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi (via phone), Kevin Newby, Mark Seaver
   ABSENT: Paul Ranttalo
   Also attending: Iona Yabut (Administrative Assistant)
   Landowners: Aija-Mara Accatino, Donna Andersen, Charles & Miriam Barker, Debbie Blais, John Carp, Claudette & Micah Dirkers, Ed Dobrowski, Ken Hurley, Dorothy Keeler, Jerry & Jeff Ladewig; Michelle McCowan, Jeff & Donna Reiderer, Eleanor Schieffelin, Rebecca Thompson, Linda Ulrich, Chris & Ia Williams, Walter Wunsch
   Guest: Sharon Braley,

2. **Set Agenda**

   Charlene-move 5.9.1 to 5.5.5- end of sect report- ties in to 5.5.5

   Kevin objected to a campaign CD sent to members by Charlotte Mizzi, Clare & Rudy Parker and Robert Buchannan. that contained untruths, accusations and public slander. Would like it on record that Buchanan accused Newby of trespassing on his property multiple times. But Newby was there only twice with other board members present. He was the fifth board member to visit after President Mizzi and the board issued a cease & desist order.

3. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)

   Jerry Ladewig, Mizzi's bio was not correct, her corrected bio still had errors.
   Dorothy Keeler- stunned by Mizzi's campaign CD and would support Newby to sue for slander. Claudette- slandered also at hands of Mizzi, letters and CD were unprofessional.

4. UNFINISHED BUSINESS

5. **Officer and Committee Reports**

   5.1 President's Report – Dennis Riley

   5.1.1 Welcome, introductions

   2 new faces in audience- asked board to introduce themselves.

   5.1.2 Mowing the soccer field

   Dennis asked John Carp to speak. John asked if and how mowing will be done. Only need to mow one of the fields.
   Motion: Dan to mow the lower field and have Paul turn water on after rains stop. Newman seconded. **Motion passed** (7 in favor: Newman, Gerald, Richard, Dan, Charlotte, Charlene, Regina, 4 opposed, Leo, Kevin, Mark, Dennis) **Motion Carried**.
   Action Item: Newman to contact Joanna Dawson to mow lower field and Paul to turn on water after rains stop. Set timer to water a few hours at night only.

   5.2 Project Review Committee Report – Kevin Newby / Gerald Dubiel

   Next PR mtg is July 9th.

   5.2.1 NG 51-B Skinner, Dwelling, Garage, septic

   Gerald did surveying work, set boundaries up; RJ visited property and found all in compliance, closest property boundary 82 feet; DEQ from County. Mr. Skinner is sending the remaining fees via registered mail.
   Motion Kevin motioned to approve this project with the condition that they obtain an electrical permit and disturbed land is reseeded. Leo seconded. **Passed Unanimously.**

   5.2.2 NG 31-E Ranttalo two Variance requests

One variance request for the 30x40' shop built in 2000, one corner measured 11 inches within setback and a carport was added within setback.
Another variance submitted for the shed addition in 2013. Addition was added to an existing lean-to placed on the property line.

Motion: Kevin motioned and Leo seconded that the board deny Ranttalo's variance for the 2013 shed expansion project. Leo seconded. Newman-no, Gerald-no, Richard-no, Charlotte-no, Leo-yes, Daniel-yes, Charlene-yes, Kevin-yes, Mark-yes, Regina-yes, Dennis-yes. 4 No votes, 7 Yes votes. **Motion carried.**

Motion: Leo motioned and Mark seconded that the original shop apartment that is a 30x40 foot building and that is 11" in too close, be considered a variance. Roll call vote, 11 Yes votes. **Motion Carried.**

Motion: Leo motioned and Kevin seconded to send Trisler a letter stating these two motions passed, highlighting fact Paul is still in violation for carport addition and long shed building. Unanimous consent. **Motion Carried.**
Action Item: Leo to write that letter to Trisler.

5.2.3 Fairbairn NG 41-C, Little Library Request Fairbairn
Don't have enough information to make a qualified decision.
Action Item: Dennis will follow up with Fairbairn.

5.2.4 Dried-in dwelling structures
Definition of a dwelling in new construction to be sent out for 30-day review by members. PR committee motioned to board to accept the definition of a dried-in dwelling.
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Motion: Kevin for board to accept this definition of a dried- in dwelling, to send out to Landowners for 30-day review Mark seconded. Unanimous consent. **Motion Carried.**

5.2.5 Sharpless, Goulart, follow up additional dwellings
Richard met with Sharpless agrees she has 3 dwellings. About RV, Covenants say can park it, but cannot live in it. She will receive 3 dwelling assessments.
Goulart willing to pay 2 dwelling assessments.

5.2.6 Second dwelling assessment for Keeler
Keeler started a vacation rental last year and decided to continue this season, living downstairs. Home is a standard split level; living area up and down, lockable doors separate the two living areas.
Action Item: Regina will add Keeler's second dwelling assessment starting in July.

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary May 2018.

Motion: Charlene motioned and Dan seconded to accept treasurer's reports as presented. **Motion passed unanimously.**

5.3.2 Deleting a confusing line on the statements

At the bottom of the statement page is another date. QuickBooks defaults a 30-day due date. Landowners are unsure if one installment or all three is due. Regina suggest leave off this date.
No motion. Board agreed by General consensus to remove the date.

5.4 Finance Committee Report – Regina Wunsch

Two Landowners called to get on payment plans. Need legal committee to get the invoice, to determine cost per Landowner for attorney's work and legal letters.
Action item: Leo to remind Tyler to send list of costs, amounts owed per landowner.

5.5 Secretary's Report – Charlene Murphy

5.5.1 Logistics for June 16, election meeting

Set up Friday night at 7:00 p.m. before election. Asking for help with setting up audio. Dan to intro candidates, Kevin to give opening prayer.

5.5.2 Election materials retention is 4 years

Correction to the May 7, 2018, meeting minutes which stated a 3-year retention.

5.5.3 Committee reports on June 16, Finance, Road, and Legal Committees

Directors asked to stay for tamper proofing of ballots-highlighting unchecked boxes as a measure of security when stored.

No photography allowed as per previous board vote based on attorney advice.

5.5.4 Admin Assistant position and new Secretary July 16.

Thanked Iona for 2 years work. The business of the GLA requires an admin assistant position. Charlene announced not running in November 10, 2018, election. The secretary can be a non-board member.

Motion: Charlene motioned and Charlotte seconded to approve job description and send to Job Services, Craigslist, Indeed.com to hire someone as soon as possible. **Amended motion**: Change description from "up to 18 hrs./week" to "36 hrs. per 2-week pay cycle." Also "for immediate hiring and training". Unanimous consent. **Motion Carried**.
Action Item: Assist Charlene with uploading job description to websites.

5.5.5 Mailing July 1, docs for member review & comment on Election Procedures, C.O.I., Dried-in criteria

Election Procedures for 30-day review by members, includes Bio guidelines. Next election is only 5 months away. Nomination letter goes out end August.

Motion: Charlene motioned and Kevin seconded to send mailing, including proposed changes in election procedures limiting bios to 150 words.

Motion passed (1 opposed – Leo).

Action Item: Charlene send mailing July 2, 2018, Election Procedures and Dried-in definition of new construction.

Action Item: Mark to post new Conflict of Interest Policy on website.

Action Item: Mark to post committee reports presented at Election Meeting on website, posted after election.

5.6 Road and Weed / Management Committee Report – Dennis Riley

5.6.1 NG Pavement repair

Dennis- Tim Brocket has done many good things for the Road & Weed committee but his behavior of verbally attacking other individuals on committees is unproductive, unprofessional and disrupts the work of the committees.

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Motion: Dennis motioned and Mark seconded to remove Tim Brockett from every committee he is on. **Motion passed** (6 in favor- Gerald, Dan, Charlene, Mark, Regina, Dennis; 2 opposed- Richard, Leo; 3 abstentions- Newman, Charlotte, Kevin) **Motion Carried.**

Motion: Leo motioned and Mark seconded that Charlotte be removed from all committees she is on.

Kevin reminded the board that covenants state a director must serve on a committee to be a board member. If you remove her form all committees, then removing as a board director.

Leo withdrew his motion.

5.6.1 NG pavement repair

Pavement repair of large area on Capricorn, preliminary work is done, dug out, filled in with appropriate base. Road & Weed Committee will discuss further.

5.6.2 Road Engineer
Some recommendations are being taken care of. The new board will consider the budget and priorities recommended by the Road & Weed Committee.
Claudette reported that upper Gemini to Caspari Way needs to be added to engineer's report.
Action Item: Committee to report to Board at July 16 meeting.

5.6.3 Spring Grading
Schedule another Road committee meeting June 26, 7 p.m. at Spectec. Committee, can ask board to move funds, prioritize needs.

5.6.4 Flooding in High South
Status of Hercules: Walter Wunsch: Chad repaired second area of damage, working since Friday on major damage. Filling in with basalt and going down about 3 feet.

Regina- need to approve $3,000 extra funding for Mercury/Venus problem because work came in over the budget.
Motion: Dennis motioned and Leo seconded that the board approve up to $3,000 for overruns on NG Spring grading. **Motion passed unanimously.**

5.6.5 Culverts
Move to committee

5.6.7 McCowan damage compensation
$738 to pay for damage done by water from a GLA contractor cut.
Motion: Leo motioned and Charlene seconded to pay Michelle McCowan the amount determined ($738) by road committee that was equitable to repair damages to her property caused by a GLA contractor cut**.** 9 Yes Votes, 2 No votes, Richard and Charlotte. **Motion passed.**
Action Item: Regina to pay $738 out of NG Road Fund, by consensus of the board.
Action Item: Road Committee to work with Engineer's report on long term mitigation of drainage issue with McCowan and Buford.

5.6.8 Subdivision Roads/ Arcturus Extension, Sirius gravel, etc.
Road committee is still considering board's recommendation on subdivision roads.

Claudette presented committee request for snow fence materials and Chevron signs.
Motion: Leo motioned and Dan seconded to approve snow fencing request ($445). For 50, 12 foot pressurized 2 x 4's and 500 wood screws for new snow fences.
Motion passed unanimously.

Action Item: Committee to discuss chevron signs, pinpoint locations, how many signs are needed. Jeff Reiderer to remove chevron signs on the curve.

5.7 Complaints – Dennis Riley
5.7.1 Complaint Ia & Chris Williams, 04 25 2018/group complaint
Motion: Dan motioned and Newman seconded to table this complaint until the July board meeting. 5 Yes votes and 5 No votes. Charlotte recused herself. **Motion Failed.**
Kevin motioned that every board member read and make notes for every item on the complaint. No second.

Motion: Leo motioned and Regina seconded that the current sitting board has a special meeting to address this complaint.
Amended Motion: Rather than a special meeting, each director has an assignment to side with complainants or Charlotte on each issue and turn in their writing by June 25. 8 Yes votes, Gerald, Richard, Leo, Dan, Kevin, Mark, Regina, Dennis. 2 abstentions, Newman and Charlene One recusal, Charlotte. **Motion carried.**

5.7.2 Complaint Leo Keeler, 03 22 2018
Leo's complaint that Robert Wallace's shed is on the property line is beyond 8 year stature of limitations as advised by our attorney.
Action Item: Dennis to write closure letter to Leo's complaint.

5.7.3 Complaint Rakela 05 08 2018
Rakela's complaint that the board has not kept a well log as per covenant requirement, and Dennis and Claudette are not qualified to be candidates in the June 16 election.

Motion: Leo motioned and Kevin seconded that:

WHEREAS a complaint has been received by the GLA Board regarding Members of the Association potentially not in good standing due to violating Covenant 5.12. (d) and thereby affecting their ability to vote or run in the June 16, 2018 election; and

WHEREAS prior GLA Boards have not enforced Covenant 5.12. (d) as well as several other covenants whose authority for management and enforcement are also the responsibility of either the State of Montana or Park County; and

WHEREAS in 2015 the Governing Doc Committee recommended that 5.12 (d) as well as these other covenants be put before the membership to delete from the Covenants; and

WHEREAS there are over 212 wells drilled in Glastonbury, with 94 drilled since 1997, which potentially impact landowners, of whom a number have complied with State law and filed the Form 602 Notice of Completion of Groundwater Development for their wells; and

WHEREAS the purpose of Covenant 5.12(d) is fulfilled by the State of Montana's website,

THEREFORE the GLA Board votes to waive enforcement of Covenant 5.12 (d) and will not disqualify any landowners from voting in the 2017 and 2018 elections.

Voice vote. **Motion carried.**

Action Item: Charlene will send complaint response to Kathleen Rakela**.**

5.7.4 Complaint Todd Mott 06 06 2018
Dennis will take the first step to investigate this complaint.
5.7.5 How to address eyesores
Board can send letters and a deadline for compliance.

5.8 Legal Committee Report – Dennis Riley
5.8.1 Update on collections
The Collection attorney sent demand letters to all landowners over two years in arrears. June 30 is deadline for response, then a notice filing legal action to collect the assessments. Avenues for collection include; small claims, district court, etc. will be handled case by case.
Discussed Kovacs who lost property to foreclosure. Bank notified the GLA but didn't respond. Bank sold the property to Fienhage in 2013. Fienhage paid all their assessments. GLA sent old debt, $6,488.21, to Fienhage with a Demand letter. They responded with a letter from their attorney.

Motion: Leo motioned and Mark seconded to send a letter to Fienhage that a review of the records finds them current on all assessments. GLA will write off the bad debt. Unanimous consent**. Motion Carried**.
Action Item: Legal Committee will write a letter to Fienhage. Regina will instruct accountant to write off old debt from Kovacs.

Jan Marie Hornack and Louis Difo.: Quite Title. Collection attorney entered the response on of GLA. Dual ownership. Court action involves both parties.

5.8.2 Update on Rakela Lawsuit
No new documents.

5.8.3 Report on Legal Committee meeting, May 10, 2018 and letter drafted to CUT Re: easements
Letter sent last week. CUT responded by phone voice mail and will get back to Dennis after their review.

5.9 Election Committee Report – Kevin Newby / Charlene Murphy

5.9.1 New Election Procedures
Covered in 5.5.5

5.10 Governing Documents Committee – Leo Keeler

6. **Approve Minutes: May 7, 2018, Board Minutes**
Dan motioned and Kevin seconded to approve the May 7, 2018 board minutes. Unanimous consent. **Motion carried.**
7. **Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)**

8. **NEW BUSINESS**

9. **Adjournment (11:40 p.m.)**

10. **Closed Session**

10.1 Discuss Rakela Lawsuit
A closed Session was not held**.**

11. **Next Board Meeting: July 16, 2018**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

July 16, 2018

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis at 7:03 p.m. at Emigrant Hall.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary), Newman Brozovsky, John Carp, Richard Johnson, Leo Keeler, Charlotte Mizzi (via phone), Kevin Newby, Mark Seaver (via phone).
   ABSENT:
   Also attending: Iona Yabut (Administrative Assistant)
   Landowners: Aija-Mara Accatino, Donna Anderson, Miriam Barker, Debbie Blais, Denise Diehl, Claudette Dirkers, Ken Hurley, Dorothy Keeler, Michelle McCowan, Timothy Murphy, Fran & Chuck Nye, Ron Wartman, Ia & Chris Williams
   Guest: Sharon Braley, Sam Diehl

2. **Set Agenda**

   Kevin added: Opening/counting two misplaced absentee ballots to unfinished business. **(**Admin found two misplaced ballots in a binder after Annual Election on June 16. Need to process the two absentee ballots at this meeting to complete the record.)
   Kevin added 5.2.6 NG 6-A Thorpe Property and 5.2.7 SG 56-A3 Bennett property

3. **Visiting Landowner Input Period**

4. **UNFINISHED BUSINESS**
   Verifiers, sign-in, and ballot counters from June 16 election processed the two misplaced SG absentee ballots as per GLA election procedure. One ballot not eligible. One ballot counted. Revised count, Directors: Dobrowski-38, Newby-63, Parker-50, Rakela-48, Riley-70, Seaver-61, Ombudsman: Barker-62, Brockett-1, Ladewig-41, Seago-1.
   Action Item: ***Results will be notarized and uploaded on website.***

5. **Officer and Committee Reports**
   5.1 President's Report – Dennis Riley
   Newly elected board member, John Carp, introduced himself.

   5.1.1 Elect board officers
   President **Motion:** Kevin motioned and Leo seconded for Riley to continue as president. Newman nominated Dan who declined (Charlotte seconded). Dennis recused himself. **Motion passed unanimously.**

   Vice president **Motion:** Gerald nominated and Leo seconded for Dan for Vice President. Dan accepted. **Motion passed unanimously.**

   Treasurer **Motion:** Dan nominated and Gerald seconded for Regina. Regina accepted. **Motion passed unanimously.**

   Secretary **Motion:** Leo nominated and Regina seconded for Charlotte; Charlotte declined.
   Mark nominated Leo- who declined.
   Kevin nominated Claudette; Claudette Dirkers declined.
   Motion: John nominated and Regina seconded for Mark. Mark recused himself. **Motion passed unanimously.**

   5.1.2 Establish committee chairs & members
   Motion: Leo motioned to continue all existing committees with John replacing Paul on those committees. **Motion failed.**

Project Review **Motion**: Kevin motioned and Gerald seconded to continue as co-chairs; Leo, Richard, Donna Anderson & Ia Williams. **Motion passed unanimously.**

Finance **Motion**: Charlene motioned and Kevin seconded that Regina chair; Mark, Dan, Charlotte, and landowners: Debbie Blais; will contact Wendy and Rudy. **Motion passed unanimously.**

Governing Docs **Motion:** Charlene motioned and Dan seconded Leo as chair; Dan, Regina, Charlotte, and landowners: Linda Ulrich, Claudette Dirkers. **Motion passed unanimously.**

Election **Motion:** Leo motioned and Dan seconded for Kevin and Charlene co-chairs; landowners Andrea Sedlak, Linda Ulrich, Claudette, Dorothy Keeler. **Motion passed unanimously.**

Road Management (Board directors only, can spend limited $ for road emergencies). No chair, usually a NG and SG member. Leo volunteered for SG. Newman nominated John Carp for NG. **Motion:** Leo motioned for he and John; Dan seconded. **Motion passed unanimously.**

Road & Weed **Motion:** Charlene motioned and Dan seconded for co-chairs: Charlotte for NG, Dennis for SG; Richard, Gerald, Mark, Charlene, John, Dennis, Newman. LOs: Linda Ulrich, Claudette, Ia, Walter Wunsch. **Motion passed unanimously.**

Legal- (Board directors only). **Motion:** Charlene motioned and Dan seconded for Dennis- chair, Charlotte, Dan, Leo**. Motion passed unanimously.**

Mark willing to continue working on website? Yes.

5.1.3 Vote on Opening Prayer

Board members described multiple positions on prayer and/or verbal prayer.
Motion: Charlotte motioned and Dan seconded that a generic prayer be created to be read at beginning of meetings. **Motion passed** (8 in favor- Newman, John, Gerald, Richard, Charlotte, Charlene, Kevin, Dan; 4 opposed- Leo, Mark, Regina, Dennis.

Action Item: ***Dan will read prayer in August; Richard in October; Gerald in November.***

5.1.4 Code of Conduct Policy draft

Board members discussed the value or lack of value about having a signed code of conduct policy.
Motion: Kevin motioned and Leo seconded to have every board member sign the code of conduct policy and their names posted on the website. **Motion passed** (7 in favor- John, Gerald, Richard, Leo, Kevin, Charlene, Dennis; 5 opposed- Newman, Charlotte, Mark, Regina, Dan**.**
Action Item: ***Mark will post code of conduct on website (policies page).***

5.1.5 Signing the Conflict of Interest Policy

Board members discussed issues related to filling out and signing the new conflict of interest form, including the requirement of disclosing potential conflicts due to membership in other organizations and the fact that the new policy goes beyond what's covered in Montana State Law.
Motion: Charlene motioned and Dan seconded that the COI policy that was approved in May be sent to attorney Seth Cunningham to review for grammatical

and other errors, and "given a blessing." **Motioned failed (**6 in favor- Newman, John, Gerald, Charlotte, Charlene, Dan; and 6 opposed- Richard, Leo, Kevin, Mark, Regina, Dennis**).**

5.2 Project Review Committee Report – Kevin Newby / Gerald Dubiel

5.2.1 Wallace NG 30-D, New driveway needs PR application

Mr. Wallace contacted Paul to partially fill in the new GLA drainage ditch to get a boat/trailer onto the property without going through project review. Rain then sent runoff water from the ditch across Venus degrading the recent grading and Magnesium-chloride application. It turns out that the GLA ditch was put on the wrong side of Venus so adding a culvert may not be the best runoff control solution.

Action Item: ***have a letter written to the Wallace's explaining they need a Project Review application for their parking lot and put in a culvert.***

Motion: Leo motioned to find Mr. Wallace not in good standing because of his failure to seek a project review before impacting Venus Rd. Motion failed, No second.

Action Item: ***Kevin will send email letter and phone call with Wallace. Will report to board over email results. Richard will follow-up if there is no response.***

Motion: Mark motioned & John seconded to send Mr. Wallace a letter to submit a project review before doing work over a GLA road in the future. Mark withdrew his motion as it looks like there is no good solution until the board understands the drainage needs. Then a project review will be required.

5.2.2 Kaiser SG 34-A1, review before purchase of land

Onsite review by Kevin and Leo indicated that all PR standards were met. Committee voted all in favor

Motion: Leo motioned and Dan seconded that the board would give tentative approval to this project as long as it keeps to the plans as submitted, and subject to his becoming an owner, and paying the fees.

Formal approval would be after the land was purchased by Mr. Kaiser and could be done by an email vote. **Vote passed unanimously.**

Action Item: ***Leo will send email – followed up with a letter from Dennis.***

5.2.3 PR Checklist

Edits were suggested/discussed.

Motion: Dan motioned and Mark seconded to accept PR checklist with edits. Edits: 1b- "are there….?" and remove 8d, 9a & 9b. **Motion passed unanimously**.

Action Item: ***Kevin will make the edits*** (Not going on website, just for PR committee).

5.2.4 Follow up on possible second dwellings from AirB&B, VRBO, Diehl SG-25-D, NG-49A Boderek

A Landowner (LO) sent a list of all VRBO & Air B&B units in the GLA and asked for an investigation. It was noted that most Air B&B and VRBO rentals are single units and suggested that the LO who sent the list do some investigating themselves.

5.2.5 Hot link on website in PR Instructions

Hot link direct to standards for particular projects, like driveways.

Action Item: ***Mark will make a link on the website.***

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Bal Summary June 2018

Fix with Micah: "flooding on Hercules" should say, "flooding on Capricorn & Hercules…"
Ali Quiet Title- Can be charged back to Ali after legal action is done.
Can add money from chip seal fund before taking from NG Rd. Fund.
Mag chloride went over budget; Rd. Comte will have to subtract overrun from Fall grading.
Motion: Charlene motioned and Gerald seconded to approve the Treasurer's Reports as presented. **Motion passed unanimously.**
Action Item: ***Mark to add Balance Sheet which is missing on LO version on website.***

5.3.2 Deleting a confusing line on the statements

Micah asked to seek QB help to get rid of the line, but nothing worked. Regina corrected it page by page last time because of upcoming election.

5.4 Finance Committee Report – Regina Wunsch

Four more people signed up for payment plans.

5.5 Secretary's Report – Charlene Murphy

5.5.1 Update re: needing a new Admin Assistant

Iona's last day is Aug 18, she will take minutes at Aug Board meeting. Two applicants that live in Livingston; set up interviews in Emigrant Hall. Officers, plus Charlene will be present. Interview: August 11, 10 a.m.

Motion: Charlene motioned and Dan seconded to hire Karleen McSherry as an independent contractor to do the training provided she has independent contractors license, insurance, 36 per 2 weeks (pay cycle) or 18 hrs, per week, for 5 weeks. Will travel to Livingston to train new employee. Normal compensation for mileage. **Motion passed unanimously.**

5.5.2 Reps for Legal Entities

Tabled.

5.5.3 Document Request Tim Brockett, check detail reports

There was discussion about whether or not the board already had legal advice on providing check details, with references to the O'Connell lawsuit.

Motion: Dan motioned and Leo seconded to ask Seth for recommendation on answering Brockett's document request. **Motion passed unanimously.**

Action item: ***Respond to Tim Brockett with mtg min excerpt that we are seeking legal advice and will get back to him.***

Action item: ***Dennis will send doc request, points to note to Seth.***

5.5.4 Committee minutes

Missing Project Review and Road & Weed Committee minutes that need to be finalized and posted on website.

5.6 Road and Weed / Management Committee Report – Dennis Riley

5.6.1 NG Pavement repair

All on hold right now. Committee meeting to be held at Liberty Hall on July 24 to finalize details.

5.6.2 Sirius pavement pothole repair
Action Item: ***Meet with CUT in early August.***

5.6.3 NG Unfinished Spring Grading
Next Road & Weed Committee meeting to focus on unfinished NG road work. July 24, 7 p.m. Liberty Hall. Richard will chair the meeting.

5.6.4 Subdivision Roads/ Arcturus Extension, Sirius gravel, etc.
Tabled: Road committee has not addressed this.

Weeds Spraying:
Action Item: ***Gerald will contact Ed Schilling, $2500 budget for spraying*****.**

5.7 Complaints – Dennis Riley

5.7.1 Complaint Ia & Chris Williams, 04 25 2018/group complaint
Action Item: ***Send files of board responses to their complaint to Chris and Ia Williams.***

5.7.2 Complaint John Anderson 06 15 2018
Complaint against Robert Sherwood SG 50-D for having an eyesore.
Action Item: ***Dennis will send photos to the board. Dennis has contacted both Mr. Anderson and Mr. Mott. Dennis will draft a letter to Mr. Sherwood stating he is in violation of covenants due to eyesores. Ask him to explain the situation.***

5.7.4 Complaint Todd Mott 06 06 2018
Same as above.

5.7.5 How to address eyesores
Send letters to landowners with eyesore complaints against them, asking for their side and what they will do to correct it.

5.8 Legal Committee Report – Dennis Riley

5.8.1 Update on collections, Davis, Mark's Ark letters, 4 new Payment Plan
Attorneys are drafting all the court documents, except to Mr. Davis.
Action Item: ***Dennis will write to Mr. Davis by the end of this week, regarding the audit of his account he requested.***

5.8.2 Update on Rakela Lawsuit
There is a settlement offer from Ms. Rakela that the board will discuss in the closed session.

5.8.3 Update re: CUT easements & parkland
Email from CUT to set up a meeting in early August.

5.9 Election Committee Report – Kevin Newby / Charlene Murphy

5.9.1 Hot Dogs and Burgers at November 10, 2018, Annual Election Meeting
Kevin will provide the food and cook the burgers.
Motion: Leo motioned and Dan seconded to replace the sandwiches provided with the offer by Kevin. **Motion passed** (11 in favor; 1 opposed- Charlotte).

5.10 Governing Documents Committee – Leo Keeler

6. **Approve Minutes: June 11, 2018, Board Minutes**
   Motion: Dan Motioned and Charlene seconded to approve June 11, board minutes. **Motion carried unanimously.**

7. **Ombudsman Report**
   NG Linda Ulrich: will report next moth
   SG Miriam Barker:

8. **Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)**

9. **NEW BUSINESS**

10. **Adjournment (11.22 p.m.)**

11. **Closed Session Begins 11:30 11.1 Discuss Rakela Lawsuit**
    Discusssed Rakela Settlement offer.
    Motion: Dan motioned and Newman seconded that we accept the settlement as written.
    Motion failed (6 in favorl 6 opposed).
    Motion: Kevin motioned and Dan seconded to make a counter offer. **Motion carried** (11 in favor; 1 opposed- Leo).

Closed Session adjourned **– 11:55 p.m.**

12. **Next Board Meeting: August 13, 2018**

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

August 13, 2018

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**

   The meeting was called to order by Dan Kehoe at 7:06 p.m. at Emigrant Hall
   PRESENT: Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy, Newman Brozovsky, John Carp, Richard Johnson, Leo Keeler (left meeting at 7:48 p.m), Kevin Newby, **Via phone:** Dennis Riley (President), Mark Seaver (Secretary), Charlotte Mizzi.
   ABSENT: Iona Yabut (Administrative Assistant)
   Landowners: Donna Andersen, Miriam and Charles Barker, Debbie Blais, Tim Brockett Claudette Dirkers, Dorothy Keeler, Kim Kaiser, Michael Laverty, Jacob and Irena Meijer, Fran & Vernon Nye, Jeff Reiderer, Ia & Chris Williams, Linda Ulrich, Lisa Bush,
   Guest: Sharon Braley

2. **Set Agenda –** additions

   5.6.4 Add Donna Andersen as Road & Weed Committee member

   5.8.2, update on collections by attorney

   5.8.3, O'Connell Collections

   5.8.4 Davis collection letter

   5.2.4 Willie NG 34, shop

3. **Visiting Landowner Input**

   Lisa Bush: Reported flooding from culvert any time it rains, vet bills $3,000 plus ruined wood, total $8,000 damage, willing to settle to for less. Reported trespassing by O'Connell's, driveway not fixed.

   Michael Laverty: Lisa was compensated for a bale of hay last fall, this should have been resolved by now.

   Tim Brockett, culvert in front of Bush's property, needs to connect to a culvert placed under her driveway to direct the water into the natural drainage below Capricorn.

   Dorothy Keeler feels Lisa Bush should be compensated for her damages.

4. **Unfinished Business**

5. **Officer and Committee Reports**

   5.1 President's Report – Dennis Riley

   No report from Dennis at this time.

   5.2 Project Review Committee Report – Kevin Newby / Gerald Dubiel

   5.2.1 Bennett SG 56 A-3

   Earth moving begun on driveway including within the GLA road easement, build site leveled, and well drilled before the project application was completed and approved by the board. Leo wanted Bennett's to be found in violation of the covenants and not allowed to vote. Discussed 30-day notice to find a member not in good standing and 10-15 days for them to comply. Leo left the meeting at 7:48 p.m..
   Motion: Mark motioned that we find the Bennett's in violation of the covenants. No second to the motion was made. Motion dropped
   Action Item. Kevin will phone the Bennett's Tuesday morning and tell them to stop all work. We need all completed paperwork**.**
   Action Item: Kevin will email the breakdown of the impact fees to the board.

   5.2.2 Kaiser SG 34 A-1

   This project was given a pre-purchase review at the July board meeting. Purchase has been completed. All fees have been paid.

Motion: Kevin motioned and Gerald seconded to accept the project as submitted last month, with condition of reseeding disturbed land and all necessary permits are acquired. Voice Vote, Unanimous Agreement. **Motion carried.**

5.2.3 Landowner responses to dried-in definition
Discussed 30-day comments from Land Owners
Motion: Mark motioned and Gerald seconded to accept the definition. Roll call vote: 11 yes. **Motion carried**.

5.2.4 Willie NG 34,
Driveway was already there he added gravel to it. Pile of gravel placed on the land he excavated as a build site. Poles brought in.
Action Item: Gerald will call Willie and tell him no further work until the board approves his project at the September meeting.
Action Item: PR Committee to create a clear statement that no construction to begin before board approval of a project.

5.3 Treasurer's Report – Regina Wunsch
report posted to web site.
Motion: Kevin motioned and Charlene seconded to approve the Treasurer's report. Voice Vote, Unanimous Agreement. **Motion carried.**

5.4 Finance Committee Report – Regina Wunsch
No meeting, no report**.**

5.5 Secretary's Report – Mark Seaver
5.5.1 Meeting minutes request – T. Brockett
Tim is to be given board minutes from 1997 – 2014. He asked for 2015 to 2018. Minutes from mid-2016 to the present are posted on the website. Tim needs 2015 to mid-2016.
Action Item: Tim to provide a thumb drive to secretary in Maryland. Charlene will give Tim, Mark's address**.**

5.5.2 Check detail request – T. Brockett
Discussion: O'Connell's asked for check details during their lawsuit. Court upheld that the bylaws do not require check details as part of the conventional financial records required by MT law. T. Brocket noted that this was effectively an audit request on GLA spending.
Motion: Gerald's motioned and Kevin seconded to fulfill the check detail request back to 1997.
Roll call vote: 2 yes votes, Dennis and Gerald, 1 abstention, Richard. 8 no votes, Newman, Dan, Charlotte, Charlene, Kevin, John, Mark, Regina . **Motion Failed**.

Montana law: 35-2-906. Financial records available to members for the past three years. The Court defined these financial records as Balance sheet and P&L statements.

Motion: Mark motioned and Kevin seconded to provide three years of check details. As per MT law for conventional financial details. Recognizing that the check details or register are not conventional financial details. P&L cash and accrual and balance sheet are conventional financial details.

Roll Call Vote: 6 yes votes: Gerald, Richard, Kevin, Mark, Regina, Dennis, 5 no votes: Newman, Dan, Charlotte, Charlene, John. **Motion Carried.**
Action Item: Regina will email 3 years of check details. August 2015 to August 2018.

5.5.3 Voter sign-in sheet request – T. Brockett
Tim requests voter sign in sheets and election mailings from 1997 to present. Discussed personal information issues/signatures getting published, and voting confidentiality. Noted that the GLA is a corporate entity, not a government entity.

Motion: Mark motioned and Charlene seconded that we deny this request.

Roll Call Vote: 1 no vote: Gerald. 10 yes votes: Newman, Richard, Dan Charlotte, Charlene, Kevin, John, Mark, Regina, Dennis. **Motion Carried.**

Second part of the Document request. Tim requested copies of all annual election mailings, 1997—2018. Election letter, absentee ballots. Bios, Proxy. Board not sure if this information is available.
Action Item: Regina to ask Denise about election information.

5.5.4 Board voted via email for a change to the Rakela settlement offer
Seth is drafting a full settlement offer as requested by Ms Rakela's lawyer.

5.6 Road and Weed / Management Committee Report – Dennis Riley
5.6.1 Capricorn asphalt repairs
Thursday, August 16.

5.6.2 Wallace driveway culvert
14-inch culvert installed but it is too high. After the last board meeting, Kevin spoke to Mr. Wallace to put in a 14-inch culvert and that no driveway application was needed. Mr. Wallace needs to dig it out and put it in deeper.
Action Item: Gerald will call Wallace.

5.6.3 Sirius pavement repair
On hold for now.

5.6.4 Add Donna Andersen as Road & Weed Committee member
Motion: Gerald motioned, and John seconded to add Donna to R & W Committee. Voice Vote, Unanimous Agreement. **Motion carried.**

5.6.5 NG Lisa Bush reported that rain water and snow melt are flooding of her yard, causing damage. A berm in front of her house is planned. Standish Excavation to meet August 14, 8:30 a.m. at Venus.
Action Item: Keep this topic on the board agenda under unfinished business**.**

5.6.6 (added in process) Tim Brockett asked about the DNRC 310 permits. Original permit was for work on 2 points. Work on 7 points was done. Regina explained that Ms. Ramp had her own 310 permit, and Walter had permission to do the additional work. He was told by DNR to document what was done and where in the final report with the DNR.

5.7 Complaints – Dennis Riley
5.7.1 Mott & Anderson Complaints re Sherwood eyesore – approve letter
Motion: Mark motioned Charlene seconded to accept the draft letter as amended to be sent to Mr. Sherwood. Voice Vote, Unanimous Agreement. **Motion carried.**
Action Item: Mark will send out the letter.

5.7.2 Noise complaints re Stone
Discussed noise complaints.

Action Item: Dennis will draft a letter to Mr. Stone regarding the noise complaints from several landowners. Dennis to restate the covenants that someone cannot make noise that disturbs LO's peaceful enjoyment of their property.

5.8 Legal Committee Report – Dennis Riley
5.8.1 Thorburn SG 93A, Collection/payment plan
Payment plan was never agreed to.
Action Item: Collection attorney to send her the follow up collection letter.

5.8.2, update on collections by attorney - Tabled

5.8.3, O'Connell Collections – Tabled

5.8.4 Davis collection letter

Action Item: Regina will draft a letter that the GLA will not pay for an audit. His account has been recalculated by the accountant and is accurate.

5.9 Election Committee Report – Kevin Newby / Charlene Murphy

5.9.1 Landowner responses to 2018 Election Procedures

Motion: Charlene motioned, and Gerald seconded to accept procedures as amended.
Roll Call Vote: 9 Yes Votes: Gerald, Richard, Dan, Charlene, Kevin, John, Mark, Regina, Dennis. 2 abstentions: Newman and Charlotte. **Motion carried.**

5.9.2 Legal entity representation

Action Item: return to committee to draft changes to letter and form.

5.9.3 Proxy voting by candidates

Covered in 5.9.1. Candidates but not sitting board members are allowed to cast proxy votes.

5.10 Governing Documents Committee – Leo Keeler

No Report

6. **Approve Minutes: July 16, 2018, Board Minutes**
Motion: Kevin Motioned and Gerald seconded to accept the meeting minutes of July 16.
Voice Vote, Unanimous Agreement. **Motion carried.**

7. **Ombudsman Report**
7.1 Linda Ulrich (NG)
Action Item: Give Linda copies of the formal complaint form so LO's know the board cannot take action on complaints or concerns without a signed, formal complaint form.

8. **Visiting Landowner Input -** (15 minutes, up to 3 minutes per speaker)
Chad Stone stated he was being harassed by his neighbors and he had the right to use a chainsaw to cut his firewood. He stormed out, yelling and cursing.

9. **NEW BUSINESS**

10. **Adjournment (10:35 p.m.)**

11. **Closed Session**
11.1 Admin Hiring process.
Charlene motioned and John seconded to hire Karleen McSherry as an interim admin assistant until January 2019 or until a new admin can be hired.
Voice Vote, Unanimous Agreement. **Motion carried.**
Closed Session adjourned: 10:49 p.m.

12. **Next Board Meeting: 09/10/2018**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

September 10, 2018

1. **Call to Order, Pledge of Allegiance, Prayer and minute of silence**
   The meeting was called to order by Dennis Riley at 7:05 p.m.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Charlene Murphy (Secretary's Asst), Newman Brozovsky, John Carp, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi , Kevin Newby (by phone).
   Also Attending: Karleen McSherry (Interim Administrative Assistant)
   ABSENT: Mark Seaver.
   Landowners: Miriam & Charles Barker, Debbie Blais, Sharon Braley, Lisa Bush, Claudette Dirkers, Ken Hurley, Donna Lash-Andersen, Michael & Sheila Laverty, Michelle McGowan, Jacob and Irena Meijer, Marius Michael-George, Peter & Janet Nacleria, Jeff Riederer, Janet Sharpless, Linda Ulrich, Ron Wartman, Ia Williams.

2. **Set Agenda – Item moved**
   5.7.1 Noise Complaint moved to President's report to accommodate attendees.

3. **Visiting Landowner Input Period**
   Claudette Dirkers: outdated meeting decorum to be removed from landowner binders.
   Lisa Bush: flooding again on Sunday from culvert.
   Michael Laverty: Read letter to the board asking for Mizzi to be banned from committees.
   Janet Sharpless: inability to vote at member's meeting because of being out of compliance, to be discussed at 5.2.7.
   Ia Williams: recording of Chad Stone's harassment; to be played during discussion of noise complaint. No filled in bottom of complaint form for Mizzi complaint.
   Linda Ulrich: thanks to Charlene & Claudette for reworking the election docs and for the mailing.
   Action Item: ***Karleen to remove meeting decorum info from landowner binders by next board meeting.***
   Action Item: ***Dennis to fill out the bottom of the complaint form with the resolution and determine how to reach everyone who signed the petition*.**

4. **Unfinished Business**
   4.1 Bush property flooding
   Demand letter and receipts on hand. Culvert opening started flooding. Need receipts for expenses. Will coordinate pasture and driveway repairs with fall grading to reduce costs. **Motion:** Dan motioned and Leo seconded to reimburse ($3535 + work to be done) provided receipts are produced and for the Road & Weed Committee to work closely with the Bushes to do the driveway and pasture repair at the same time as the GLA's road repair. **Amended Motion:** Dan added to his motion that payment will come from the North Glastonbury Road Fund budget. Leo agreed to the addition. **Motion carried** (10 in favor; 1 abstention – Regina).
   Action item: ***Get receipts from Lisa***
   Action item: ***John and Ia to meet with Lisa and Chad Standish to discuss driveway and pasture repairs***

5. **Officer and Committee Reports**
   5.1 President's Report – DR
   (moved from 5.7.1) North Glastonbury Noise complaint: Mr. Stone's neighbors reported extensive noise and harassment by him that they all can hear – chain saw, weed whacker, loud music, profanities, gun shots – often late at night and into the early morning hours; restraining order obtained by Chris and Ia Williams prevents Chad from attending the board meeting if one of the Williams is in attendance; neighbors have called the sheriff who can't do anything about noise but can respond to crimes and the discharge of a fire arm but he needs proof of location. **Motion:** Leo motioned and Dan seconded that Leo will contact the collection attorney about adding noise enforcement to the court

filing with the noise being both commercial activity and personal harassment and requesting it to be served by personal service, preferably by the Sheriff. **Motion carried unanimously.**
Action item: ***Dennis to take Ia to a meeting with the Sheriff.***

5.2 Project Review Committee Report – GD / KN

5.5.1 SG 56-A-3 Bennett Dwelling, Septic, Well, Driveway

Gerald inspected the property. The PR Committee made note of the fact that the Bennett's began and finished some work before filing or receiving approval from the board. The committee recommended enforcement of Covenant 6.01 by requiring a $500 fee to be listed on the Project Review Application for any work begun before board approval. Discussion included that the fee cannot be applied retroactively and that the board can assess fees without a covenant change (but cannot levy a fine) and that local realtors, title companies and contractors need to be told of this aspect of the covenants to pass on to new homeowners. **Motion:** Charlene motioned that the board make it clear to the Bennett's that they were in violation of Covenant 6.01 because they began the driveway and completed the well without prior review and approval, and that the board approve the project plans as submitted with the requirements that all necessary permits be obtained and disturbed land be reseeded. No second. Discussion ensued regarding missing information and improper culvert installation. **Motion withdrawn. Motion:** Dan motioned and Gerald seconded to approve forms A (residence) & B (well) but not C (septic) and E (driveway), that immediate correction of the culvert be undertaken, that all the necessary permits be obtained and that disturbed land be reseeded. **Motion carried** (10 in favor, 1 abstention – Leo). **2nd Motion:** Charlene motioned and John seconded, that when the admin assistant informs the Bennett's of the board's approval of forms A and B, but not C and E, that it be noted that they began their construction without prior approval, which is a violation of covenant 6.01. Therefore, they are not members in good standing until the board has approved their driveway plans. **Motion Carried (**10 in favor, Leo abstained**)**
Action Item: ***Gerald to contact local real estate agencies, title companies and contractors to inform them of the covenants, specifically 6.01 and the need for all landowners to receive approval before beginning work.***

5.2.2 NG 51-B Skinner Well

Gerald inspected site and noted that the well was already drilled. **Motion:** Charlene motioned and Gerald seconded that the board noted the Skinner's drilled their well before review and approval of this project which is in violation of Covenant 6.01. The board will approve the project plans for the well as submitted with the requirements that all necessary permits be obtained and disturbed land be reseeded. **Motion carried** (9 in favor, 1 opposed – Leo, 1 abstention – Gerald).

5.2.3 NG 43-2 : Wartman RV Storage, Variance

Gerald inspected the site and Mr. Wartman's measurements were correct. The proposed building would be 22' short of the 50' setback. The Naclarios, the next-door neighbor most impacted by the variance, read their letter of disapproval. There was discussion about view sheds and landscaping and the extra expense of building the shed in a alternate location. The Master Plan calls for a neighborhood survey, 12 of his neighbors agreed to the variance at the preferred proposed site (copies of letters attached to board member packets). **Motion:** Leo motioned to approve the variance. No second. **Motion failed. Motion:** Dan motioned and Regina seconded to deny the variance. **Motion carried** (7 in favor, 3 opposed – Richard, Leo & Kevin, 1 abstention - Newman). **Motion:** Leo motioned and Gerald seconded to

approve the RV building's alternate site closer to Capricorn that meets the setback requirements. **Motion carried unanimously.** During the Landowner Comment

Period at the end of the meeting, Mr. Wartman withdrew his project proposal and received his checks back minus the $35 application fee.

5.2.4 NG 41-C Fairbairn Replace Mobile with Modular Home

Gerald and Richard inspected the site. The new modular will sit on the same footprint as the old mobile home that is being removed but will be a doublewide instead of a singlewide and newer. **Motion:** Gerald motioned and Leo seconded to approve the application with the condition that all the necessary permits be obtained and that disturbed land be reseeded. **Motion carried unanimously.**

5.2.5 NG 34A Willie Shop, Septic

Gerald noted that Mr. Willie began work before seeking board approval; that Gerald had surveyed one of his lines and recommended Willie submit an application before building; the shed is to be used to store work equipment and its placement meets the setback requirement. **Motion:** Richard motioned and Charlene seconded to approve the project with the condition that all the necessary permits be obtained and that disturbed land be reseeded. **Motion carried** (10 in favor, 1 recusal – Gerald).

5.2.6 NG 5-A Schreyer Dwelling, Garage, Well, Septic, Driveway

Richard and Gerald inspected the site and it complies with all requirements. **Motion:** Gerald motioned and Richard seconded to approve the project with the condition that all the necessary permits be obtained and that disturbed land be reseeded. **Motion carried unanimously**.

5.2.7 Sharpless 3-Dwelling Grandfather Decision

Charlene presented a packet of research to the board regarding Janet Sharpless' three dwellings. The mobile home was in place before 1998. There was no Project Review application submitted for the 2-story storage unit converted into 2 apartments to prove it was in compliance with the Master Plan. She will be grandfathered if she can provide proof of tenants in buildings prior to the creation of the Master Plan in 2007.

Action Item: ***Ms. Sharpless to bring to the next board meeting copies of tenant ledgers to show she had tenants before 2007. Doing so will bring her into compliance and allow her to vote in the next election.***

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Customer Balance Summary – August 2018

Regina read the Treasurer's Report and noted a change in the method of applying payments to invoices of people on payment plans by retiring oldest invoices first. **Motion:** Charlene motioned and Charlotte seconded for the board to accept the Treasurer's Report. **Motion carried unanimously.**

5.4 Finance Committee Report – Regina Wunsch

No business.

5.5 Secretary's Report – Charlene Murphy for Mark Seaver

5.5.1 Administrative Assistant

The Administrative Assistant job posting had not yielded any candidates living within a reasonable distance and that Karleen had agreed to do the job in the interim.

5.5.2 Board Minutes Provided to T. Brockett
The association provided to Tim Brockett electronic copies of board meeting minutes from 1997 to 2015 and from January to June of 2016.

5.5.3 Settlement Offer Made to Rakela
There has been no response yet to the offer made to Ms. Rakela.

5.5.1 Davis Collection Response Mailed
Mr. Davis has 30 days to respond to the collection letter dated August 18.

5.5.2 Letter to Stone Email Vote
The board's email vote regarding the motion to send the letter to Chad Stone about the noise complaint filed by his neighbors carried with 9 in favor, 1 delayed – Newman, and 1 who didn't vote – Gerald.

5.6 Road and Weed Committee Report – Dennis Riley

5.6.1 Private Mowing
Dennis privately procured and paid for the services of Joanna Dawson to mow his property for which he has a receipt; Charlotte and Gerald also hire Joanna for work on their property.

5.6.2 NG Road Repairs & Maintenance
John summarized the work to be done by Standish on Gemini, Orion, Capricorn and Taurus for a total of $14,325. **Motion:** Charlene motioned and John seconded to accept the most recent bid not to exceed $15,000. **Motion carried unanimously.**

5.6.3 Fall Grading
Dennis reported that the Road & Weed Committee has drafted a letter that spells out how the GLA will work with contractors, including a walk through, daily reviews and site marking. A letter will be drafted for every road contract entered into. Road Committee representatives for walk-throughs will be John and Ia in North, and Dennis and Walter in South. **Motion:** Charlene motioned and John seconded to accept Wunsch's Workorder for SG Fall Grading for a maximum of $13,000. **Motion carried unanimously.**

Motion: Leo motioned and Charlene seconded to name landowner Ken Hurley to the Road & Weed Committee. **Motion carried unanimously.**

5.6.4 Flood Repairs: Venus Mercury, Capricorn
The board discussed the proposed fix to the flooding problem including digging ditches on both sides of Mercury, cleaning out existing culverts, and connecting everything so the water flows into the natural drainage. **Motion:** Leo motioned and Gerald seconded to accept the proposal to fix the road not to exceed $7,500. **Motion carried unanimously.**

5.6.5 NG Pavement
Motion: Dan motioned and Charlotte seconded to accept the bid of $5,000 from Jim McDonald Asphalt Paving and Coatings from Billings for NG pavement repair and crack sealing, and the Standish Excavation estimate for ditches and hill push-back on Capricorn paved roads for $6,000. **Motion carried unanimously.**

5.6.6 Subdivision Roads: Arcturus Extension, Sirius Gravel, Etc.
Dennis reported that a meeting is scheduled for Wednesday, September 19th between the Legal Committee and Church Universal & Triumphant for preliminary discussions regarding road easements on Aries and Sirius.

5.7 Complaints – Dennis Riley

5.7.1 NG Noise Complaints Follow-up
Covered under President's report.

5.7.2 Sherwood Eyesore Letter Follow-up
There has been no replay from Mr. Sherwood to the letter sent to him almost 30 days ago. Discussion ensued regarding whether the GLA wants to go to court over an eyesore and the suggestion that his property is a toxic dump.
Action Item: ***Dennis will draft next letter to be sent that will alert Mr. Sherwood to the involvement of the GLA attorney and the courts if the situation is not remedied within 30 days.***

5.7.3 Hink Complaint
Action Item: ***Dan will send a letter to Mr. Hink regarding the 24 people the board is pursuing for payment of late assessments, including those for whom there is a court filing.***
Action Item: ***Richard will talk with Mr. Hink regarding the people being taken to court for collections and tell him a letter will be sent with the policy.***

5.8 Legal Committee Report – Leo Keeler

5.8.1 Update on Collections Actions
Need physical addresses for serving delinquent landowners with court filings either by registered letter or by personal service. **Motion:** Leo motioned and Dan seconded to proceed with personal service of court documents. **Motion carried unanimously.** Discussion included the suggestion to have the sheriff deliver similar documents to Craig Lannes.

5.8.2 Davis Letter / Davis Church Universal Collection
Action Item: ***Leo will contact Tyler to let him know the certified letter sent to Davis was returned and ask to have Church Universal & Triumphant sent the letter as a second owner.***

5.8.3 Rakela Lawsuit
Motion: Leo motioned and Dan seconded that because of lack of response from Rakela regarding the settlement offer, he will request that Seth proceed to summary judgment. **Motion carried unanimously.**

5.8.4 O'Connell Collection Update
Leo described a discussion with Alanah Griffith (lawyer) about what the board should do about collecting the $18,000 judgment against the O'Connell's. Board discussion centered on a foreclosure action with brief mention of a title search.
Motion: Leo motioned and Dan seconded to tell Alanah to proceed with foreclosure and a title search if needed. **Motion carried unanimously.**

Restraining Order
The O'Connells appealed to the Supreme Court regarding the restraining order. The Supreme Court decided the children should have had legal representation when they were included in the vexatious litigant case but that it was the parents responsibility to provide for such representation. The court gave them until Nov. 5, 2018 to hire an attorney to represent the children in a vexatious litigant hearing or the case will be closed.

5.8.5 CUT Easements & Parkland
See 5.6.6.

5.8.6 Difo / Hornack Collection

Quiet Title proceedings have completed in court. There is a sealed settlement agreement. Leo notified Tyler to send a letter requiring a response within 30 days. The property is not subdivided and all owners are responsible for all assessments.

Discussed notice in newspaper regarding Ali property. His attorney is trying to contact all legal landowners.

5.9 Election Committee Report – Kevin Newby / Charlene Murphy

5.9.1 Nomination Mailing

Nomination mailing was sent August 25th and nominations are due by September 24.

5.9.2 Legal Entity Representative Form & Letter

Motion: Charlene motioned that the board approve the Designation of Representative for Legal Entity form and letter as a "way for the board to provide a form that makes it easy and clear for a legal entity to fulfill Bylaw V, Article 6, so we have it on file and can allow the representative to attend and vote on behalf of the legal entity at any and all Annual and Special Meetings of the members." In order to align this bylaw with state law, the board will interpret the bylaw as referring to a "legal representative" of a legal entity. A "legal representative" has broad and complete authority, as distinct from a typical proxy, which has very limited authority. As per state law, this Designation of Legal Representative of a Legal Entity form will remain in effect for three (3) years. Discussion ensued regarding the need or lack thereof for the form to be notarized. **Amended motion:** Charlene amended her motion and Dan seconded to include not requiring the form to be notarized and to include the date. **Motion carried** (7 in favor, 3 opposed – Gerald, Charlotte and John, and 1 abstention – Charlene).

5.9.3 Voting Authority (Proxy, Absentee, In-person)

Discussed amending election instructions to align with bylaws; that a proxy is honored until it expires or is revoked in writing. A valid proxy will override an absentee ballot as per state law.

Action Item*: Charlene and Election Committee will revise election instructions to align with bylaws and state law.*

6. Approve Meeting Minutes – August 13, 2018

Motion: Charlene motioned and Charlotte seconded to approve the August 13, 2013 meeting minutes **Motion carried** (10 in favor, 1 abstain – Leo)**.**

7. Ombudsman Reports

Board received the NG report in their packets to read.

8. Visiting Landowner Input Period

Mr. Wartman withdrew his project (see 5.2.3).

9. The meeting was adjourned at 12:03 a.m.

11. Next Board Meeting: October 8, 2018

Glastonbury Landowners Association, Inc.

Board of Directors – *Final*

October 8, 2018

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis Riley at 7:00 p.m.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Mark Seaver (Secretary), Newman Brozovsky, John Carp, Gerald Dubiel, Richard Johnson, Leo Keeler, Charlotte Mizzi, Kevin Newby (by phone).
   Also Attending: Karleen McSherry (Interim Administrative Assistant)
   ABSENT: Charlene Murphy.
   Landowners: Miriam & Charles Barker, Maxim Brozovsky, Lisa Bush, Claudette Dirkers, Ellen Smith Eaton (by phone); Ken Hurley, Sharon Johnson, Donna Lash, Andrea Sedlak, Janet Sharpless, William Smith, Linda Ulrich, Ron Wartman, Ia Williams.

2. **Set Agenda**

3. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Ron Wartman objected to the PR committee minutes posted on the GLA's website because he did not believe the minutes accurately reflected what he said. Leo authored the minutes but other committee members read and approved them.

4. **UNFINISHED BUSINESS**

   4.1 Bush driveway/pasture repair
   Lisa Bush expressed her dissatisfaction at the board's decision not to repair her pasture with 40 yards of soil and complained about the diversion bump created in her driveway. John explained that both Standish and he looked at the property and didn't see evidence of a delta or large amounts of soil washed away. The GLA has suggested that 4 – 5 yds of new soil would be adequate.

   4.2 Sharpless 3 dwellings grandfather decision
   Janet Sharpless presented her ledger of tenant rent bills showing simultaneous tenants in 2005. **Motion:** Newman motioned and Charlotte seconded that Janet Sharpless' three dwellings be grandfathered in and she be made a member in good standing upon current assessments being paid. **Motion carried** (10 in favor, 1 opposed – Leo). Discussion of whether to charge back assessments ensued with most favoring following the precedent of people paying from the point the GLA discovers the extra dwelling.

   4.3 Covenant 6.01 (and 8.01) enforcement
   One proposal and one motion regarding penalizing landowners for beginning construction projects before obtaining approval were brought before the board. Gerald proposed to amend the Project Review Application after a 30-day landowner review as follows:

   > "Prospective landowners and those that wish to build or add to their existing buildings on their tract or parcel, please be aware that any excavation or construction for a structure, driveway or drainage culvert at the end of the driveway is not allowed until the GLA board approves the project review application. If you start your project without GLA board approval, you will be fined for this violation."

   Discussion included changing the word "fine" to "fee" to avoid the need for a covenant change. It was noted that a well form is required by the GLA and that project review approval is needed prior to digging a well even though the county must approve the locations of well and septic systems. It was also made clear that the GLA has no role in insuring that a parcel has water. Gerald's amendment was sent back to the committee for reworking.

Motion: Leo motioned and Dan seconded that the board would charge a $500 late filing fee for any landowner who begins a project with fees or a form required, as shown on the GLA's website, without prior review and approval by the board. This motion would be sent for 30-day landowner review before being implemented. **Motion carried** (9 in favor and 2 opposed – Richard & Newman).

5. Officer and Committee Reports

5.1 President's Report – Dennis Riley

5.1.1 Complaint process

The GLA doesn't have a process to handle complaints. Dennis recommended the board do something to formalize the complaint process; past boards had a complaint committee and a process.

Action Item: ***Karleen – put complaint process issue on the December meeting agenda as Unfinished Business for the new board to handle.***

5.2 Project Review Committee Report – Kevin Newby, Gerald Dubiel

5.2.1 NG 43-2 Wartman RV storage

Ron Wartman resubmitted his application for a smaller building that was fewer than 500 sq. ft. and it met the 25' setback. **Motion:** Gerald motioned and Richard seconded to approve the revised project review application. **Motion carried** (10 in favor, 1 abstention – Kevin).

5.2.2 NG 64 Scariano Barn, Driveway & Septic

Gerald & Richard visited the site and all setbacks were within and met covenant requirements. The committee noted that they did build a well before receiving permission. **Motion:** Gerald motioned and Richard seconded to pass the project with conditions that they reseed upon completion and that all permits be obtained. **Motion carried** (10 in favor, 1 abstention – Kevin).

5.2.3 SG 35-C Haywood/Haley 3rd dwelling

Dan reported that the work to create three dwelling units was done in 2002. The apartment in question had a locking door and was used off and on. **Motion:** Charlotte motioned and Kevin seconded to grandfather the three dwelling units owned by Jennie Haywood SG 35C for which they were to begin paying for the extra unit as of Oct 2018. **Motion carried** (10 in favor, 1 opposed – Leo). **Amended motion:** Newman amended the first motion and Charlotte seconded to add the lot number to the motion. **Motion carried unanimously.**

5.2.4 Caboose as a dwelling

Gerald reported that the inquiry about putting a caboose with railroad tracks on Aquila Lane that has a buy-sell on the property would not happen because the home would need to be put on a foundation.

5.2.5 SG 51B&D Bus & trailer storage

Gerald explained that no project review application had been submitted because the request didn't involve construction. Questions were asked of the landowner regarding the nature and placement of the vehicles. Discussion included the fact that storing a rafting company's vehicles would constitute a commercial use of the land; no vehicles may be parked in the 50' radius area (as measured from the center) designated for emergency vehicle turnaround; to store these items would require a structure or privacy fence per Covenant 5.08 so those above or driving down Arcturus or Leo wouldn't see it. **Motion:** Leo motioned and Dan seconded that the board consider the request based on registration of vehicles as commercial, that the person file an application for project review and it be processed as a commercial operation. **Motion carried** (9 in favor, 3 opposed - Kevin, Newman & Charlotte).

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary

Regina reported that Hoag's NG 7C-1 property sold and the GLA's legal fees and back assessments were reimbursed. **Motion:** Dan motioned and Charlotte seconded for the board to accept the Treasurer's Report. **Motion carried** (10 in favor, 1 opposed – Mark)**.** Extensive discussion ensued regarding the pros and cons of reporting the year's costs in the P&L vs. using fund accounting that details extraordinary costs in the fund report and budgeted items in the P&L; the suggestion to have a discussion with Micah about what can and cannot be done.
Action Item: ***Regina – talk with Micah about what can and cannot be done re: reporting year's costs.***

5.4 Finance Committee Report – Regina Wunsch

5.4.1 Meeting for 2019 draft budget

Action Item: ***Regina – email finance committee members with the details of a meeting to put together a draft budget for 2019.***

5.5 Secretary's Report – Mark Seaver

5.5.1 Sept. action items from review

All action items from September's BOD meeting had been completed with the exception of Dennis & Ia going to the sheriff.
Action Item: ***Dennis – work with Ia to set next step in dealing with Chad Stone harassment.***

5.5.2 Email vote - Amend NG fall maintenance

Adjustments to the NG fall maintenance contract were indicated by the R&W committee.
Passed: 10 yes, 1 abstain (Leo), Gerald did not vote

5.5.3 Email vote - Sherwood eyesore letter 2

A second Sherwood eyesore violation letter with Leo's edits including possible legal action was created.
Passed: 8 yes, 4 did not vote – Newman, Gerald, Dan & Kevin.

5.6 Road and Weed Committee Report – Dennis Riley

5.6.1 Venus, Mercury, Capricorn flooding repair

John reported that Standish did extensive work on Venus including:
1. Installing a sump at the bottom and a culvert across the middle to divert water from west to east away from the Bush property;
2. Mercury ditching with a sump installed at the intersection of Venus and Mercury as well as a culvert on Capricorn. Discussion included concerns about the ditching and the need to specify more details in future contracts. Other concerns included the removal of the culvert by the gravel pit; the miscommunication that caused a blocked culvert be removed and the size of the berm on the north side of Capricorn guiding water to the other culvert.

5.6.2 NG fall grading

John reported the following:
Repairs and Maintenance as specified in the work orders were finished on Oct. 3, except for (work orders kept in a separate file):
MagChloride application scheduled for Oct. 9.
Finalizing driveway repairs and soil addition with Lisa Bush
Fixing problems on NG 27
Reinforcing culvert at Capricorn and Venus: will wait until spring
Ditch performance observed during heavy rain on Oct. 4 looks good except for NG 27 driveway

Regina expressed dissatisfaction with unauthorized work beyond the easement that had been done on her NG 27 property including a 30-foot trench and the addition of about 30 yards of dirt creating a possible road hazard.
Action Item: ***John – meet with Standish about removing dirt.***
Action Item: ***Gerald – mark where Standish needs to excavate, line with T posts if he can't come soon.***

5.6.2.1 Rakela grading request
Weeds were mowed in the turn around; the committee determined there was no need to grade Pisces at this time although a few potholes where Pisces meets Capricorn were noted.

5.6.3 NG pavement repairs
No crack sealing would be done this year but the issue needs to be revisited in the spring.

5.6.4 SG fall grading
No business.

5.6.5 Snowplow drivers
With Fred Counts' resignation as the main snowplow contractor, the GLA needs to find someone to take his place; he sold his truck to Standish who will negotiate a contract as soon as he takes over in the new year; John and Dennis, Holt Rollins and Chris Kelly are slated as backup drivers. Kevin volunteered also to be backup.
Action Item: ***Mark – put the need for a primary driver announcement on the Paradise Valley Facebook page.***

5.6.6 Reseeding ditches - need volunteers
Dennis investigated and it will cost $175 for 50 lbs of seed.

5.6.7 Snow fence installation - need volunteers
Dennis reported that it was not clear where the GLA would install snow fence this year because Mountain Sky's planted winter crop goes almost to the road and they don't want the GLA on it; could put a fence on Aquila.
Action Item: ***Dennis – put together a crew to pound stakes and install snow fence.***

5.6.8 GLA road use by neighbors
Motion: Dan motioned and Charlotte seconded to approve the two letters written to the Story Ranch and Barry Ranch neighbors regarding their use of GLAs roads.
Motion carried unanimously.
Action Item: ***Karleen – put letters on letterhead, change the date, add Dennis' electronic signature and send.***

5.6.9 Tanner road repair request
Chuck Tanner indicated to Regina a willingness to pay his past due assessments but his driveway had been gouged by the snow plow driver a couple of years ago and he was asking for $1,200 to remediate the situation. Dennis visited the property and couldn't see the damage; Kevin saw a small scrape two years ago, dug in about 4-6" 3 ft into the corner of Mr. Tanner's driveway; the GLA was going to fix it with the grader but Mr. Tanner never got back to the association. No action for board to take.

5.7 Complaints – Dennis Riley

5.7.1 Dawson: junk vehicles eyesore
Tabled.

5.7.2 Dubiel: delayed project review application
Tabled.

5.8 Legal Committee Report – Leo Keeler

5.8.1 Ericksen variance legal fees

The Ericksens objected to paying the legal fees for the variance they requested because they didn't use it; in a meeting with Richard Bolen and Alyssa Allen a number of years ago an agreement was reached for them to pay because it was their choice not to use the variance. Discussion included the possibility of getting a judgment against them and soliciting Tyler's advice.

Action Item: ***Dan – put something together regarding the history for Leo to send to Tyler Mullowney.***

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5.8.2 O'Connell court costs

The O'Connell's owe the GLA over $18,000 in court costs. The board is working with Alanah Griffith (lawyer) to collect these.

5.8.3 Collections update

Leo reported that Park County sheriffs were used as process servers to deliver the court filings to local residents because they were the least expensive; a meeting with Ali Ansari's attorney was expected to discuss a settlement offer on the total debt. Leo confirmed Tyler Mullowney had amended Chad Stone's court filing to include the noise violation but the sheriff had not yet delivered it at that point.

5.8.4 GLA/CUT meeting re: Sirius/Aries

Dan, Dennis, Leo & Charlotte met with Alan Shaw and Sandra Schreyer of the Church Universal and Triumphant (CUT) for an introductory meeting about maintenance costs for their use of GLA roads and easement exchanges that would benefit both parties as well as to have CUT reserved land come under GLA covenants for land management. Church representatives had to go back to leadership before setting a negotiation meeting.

Action Item: ***Dan – draft and run by legal committee a summary of this meeting.***

5.9 Election Committee

5.9.1 Election packet mailed Oct 6

No other business.

6. Approve minutes

Motion: Dan motioned and Gerald seconded to approve the Sept 10, 2018 meeting minutes
Motion carried unanimously.

7. Ombudsman Reports

Linda Ulrich NG received a complaint from Mr. Gelderloos about electrical lines near deep culverts; she recommended he attend the road and week committee meeting and let him know that it's a telephone cable.

Miriam Barker SG thanked the board members who have finished their terms and are not running for re-election for their service.

8. Visiting Landowner Input Period

No comments.

9. Adjournment

The meeting was adjourned at 10:49 p.m.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

November 2, 2018

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**

   The meeting was called to order by Dennis at 7:00 p.m.

   PRESENT: Dennis Riley (President), Dan Kehoe (Vice President), Regina Wunsch (Treasurer), Newman Brozovsky, John Carp, Gerald Dubiel (7:08), Richard Johnson, Leo Keeler, Charlene Murphy, Kevin Newby, and Mark Seaver.
   Also Attending: Karleen McSherry (Interim Administrative Assistant)
   Absent: Charlotte Mizzi.
   Landowners: Donna Anderson, Debbie & Ken DeGraff, Claudette Dirkers, Ken Hurley, Sharon Johnson, Dorothy Keeler, Jerry Ladewig, Debbie Newby, Andrea Sedlak, Linda Ulrich, Ia Williams.

2. **Set Agenda**

   Add 10. Closed Session – Reply Stone Counterclaim Including Directors

3. **Visiting Landowner Input Period**

   Ia Williams asked for confirmation about whether Ron Price had withdrawn his nomination to be on the board and then rescinded his withdrawal. Discussion ensued regarding whether someone can be reinstated after withdrawing, if he should be accepted as a regular candidate or as a write-in, and legal precedent regarding the issue. **Motion:** Mark motioned and Leo seconded that the board recognized Ron Price officially withdrew by a phone call, and the board would contact an attorney for advice regarding whether a subsequent phone call would count for him to be reinstated. **Motion carried unanimously.**

   Action Item*: Legal committee to contact Seth on Monday.*

4. **UNFINISHED BUSINESS**

   4.1 Bush driveway/pasture repair

   Because of conflict between Lisa Bush and Chad Standish, none of the excess dirt from Gemini would be delivered to Lisa Bush for her pasture. Dennis reported that the dirt was moved back into the hillside and the easement. **Motion:** Charlene and John seconded to close the Lisa Bush dirt in the pasture issue. Motion carried (10 in favor and 1 abstention – Kevin).

   Action Item: ***Dennis to send Lisa Bush a letter letting her know the board has closed her issue.***

   4.2 SG 57-C Bennett correct 2nd motion re: septic

   Karleen reported that somehow in the September 10, 2018 meeting minutes, the motion regarding the Bennett's standing to vote erroneously included their septic system. **Motion:** Charlene motioned and Mark seconded that the board amend the October 8, 2018 board meeting minutes to remove the words "septic and." **Motion carried unanimously.**

   Action Item: ***Karleen to fix minutes and Mark to post to website.***

   4.3 SG 57-C Bennett driveway

   Dennis received and passed along the completed Form E driveway application and reported that they had corrected the culvert. **Motion:** Kevin motioned and John seconded to accept Form E. **Motion carried** (10 in favor and 1 abstention – Leo).

5. **Officer and Committee Reports**

   5.1 President's Report – Dennis Riley

   5.1.1 Secretary resignation

   Mark resigned as secretary and the issue of who would read the quorum report and voting results at end of the annual meeting was discussed. **Motion:** Dan motioned

and Charlene seconded that the president handle the secretary's duties at the annual meeting. **Motion carried** (10 in favor and 1 abstention – Mark).

5.2 Project Review Committee Report – Kevin Newby, Gerald Dubiel

5.2.1 SG 74 Allen pergola

Richard reported that he had checked the property and all of the setbacks were met. **Motion:** Richard motioned and Leo seconded to approve the Allen's pergola project with the conditions that they obtain any necessary permits and reseed upon completion. **Motion carried unanimously.**

5.2.2 Well logs

Previously the board had voted to waive the well log requirement for the June and November elections and to leave it as unfinished business for the next board. Claudette Dirkers questioned whether the board had the power to waive a covenant. Leo responded that by covenant 12.01 the board could waive it in the interest of the general membership. But it could only be waived for a specific (short) time to avoid being considered a Covenant Change. The issues discussed involved the discrepancy between the manner in which well logs were handled over 20 years ago when the requirement for GLA copies was written into the covenants and the way they are handled now. The state keeps all well log records and 50% of the houses in Glastonbury don't have recorded well logs; that it's a water rights issue, that it's a problem because of the number of shared wells in Glastonbury. The next board might consider a covenant change to not require the logs but that would require a landowner vote. Linda Ulrich found the well log for her property by researching who drilled her well. That contractor is required to keep the well log and give it to the landowner when asked for. Help with this can be received from the Montana Department of Natural Resources and Conservation (DNRC) in Helena.

5.3 Treasurer's Reports – Regina Wunsch

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary

Because of the early date in the month of the board meeting, the official financial reports were not complete and would be forwarded to the board the following week. Regina presented an overview based on her calculations. Some liens and lien fees had been paid off and new dwellings found that generated added income. Mark wondered if the board could permit people who owed less than $10 to vote in the coming election on a one-time basis only but this was litigated in the Rakela case and the GLA abides by letter of law. Anyone who owes even a few cents of their assessments are out of compliance and not permitted to vote.

5.4 Finance Committee Report – Regina Wunsch

5.4.1 2019 draft budget

Motion: Leo motioned and Mark seconded to allocate $1,071 to each of North & South Glastonbury roads for mag chloride. **Motion carried unanimousl**y.
Motion: Leo motioned and Kevin seconded to zero out block 1200 in the budget. **Motion failed** (3 in favor – Leo, Kevin & Dennis, 6 opposed – Newman, John, Gerald, Richard, Dan, & Charlene, and 2 abstentions – Mark & Regina).
Discussion ensued regarding providing basic maintenance; allowing for the upkeep of one field instead of two; leaving the allocated funds in the budget and allowing the next board to decide the fate of the common land. **Motion:** Kevin motioned and John seconded to maintain only one soccer field and for Newman to shut down the water supply to the other soccer field. **Motion carried** (10 in favor and 1 opposed – Leo). Draft budget accepted.

5.5 Secretary's Report –

5.5.1 Email vote - Amend Wartman approval
Gerald amended his motion of October 8, 2018 to include the conditions that all necessary permits be obtained and the ground be reseeded upon completion. **Motion carried** (10 in favor- Dennis, Charlene, Richard, Gerald, Dan, Charlotte, Leo, Regina, Newman, John).

5.5.2 Email vote - NG 27 $1,000 mitigation authorization
Motion: Dennis moved and Charlene seconded that the board authorize $1,000 to mitigate the damage to NG 27 as follows: 1. Remove dirt along the banks of the road as marked to restore it to the way it was before the dump; 2. Clean up unauthorized ditch area close to the Capricorn intersection at the discharge point of the culvert; and 3. Clean up ditch debris and smooth berm not only on our side but also on the other side of Capricorn between Gemini and Aries. **Motion carried** (9 In favor – Dennis, Charlene, John, Gerald, Richard, Dan, Charlotte, Newman, Kevin; 1 opposed – Leo; 1 recusal – Regina).

5.5.3 Shredder
Motion: Charlene motioned and Leo seconded to buy a shredder at Costco for $49.99. **Motion carried unanimously.**

5.6 Road and Weed Committee Report – Dennis Riley

5.6.1 Private road signs on Taurus & Aries
After writing to the Story's the GLA received an email from Polly Story stating she understands the GLA roads are private and there were a couple of people who used it by mistake when they were building their cabin but that now they use their own road access. However, people from Glastonbury visit her daughter who lives there and they have the right to use the GLA roads, so there is no need for private road signs. Tom Barry also responded and has agreed to pay an assessment for the use by his ranch of the GLA roads.

Dorothy found a company in Idaho with service in Montana that rents out goats for weed control that maybe more cost effective than the tradition methods.
Action Item: ***Dorothy – email info about goat rentals to Dennis.***
Action Item: ***Dennis – forward Dorothy's info to the road committee to discuss at its meeting on November 12.***

5.6.2 Fall grading update
Mag chloride was applied in North. In South, grading was done and the culvert in high South was done. Standish completed the Aquila repair. No gravel was allocated for South this fall. **Motion:** Richard motioned and Kevin seconded to by 50 reflectors for $112. **Motion carried unanimously.**

5.6.3 Use of extra dirt from NG 27
Closed. See 4.1.

5.6.4 Next committee meeting 11/13/18
Correction – the next road committee meeting would be on November 12th.

5.6.5 Road liability
John asked for discussion regarding the general liability of the association pertaining to some GLA road, such as upper Gemini and Hercules that don't have guardrails in areas where there is a drop off. The issue was sent back to the Road Committee for research and recommendations.
Action Item: ***Regina check liability laws.***
Action Item: ***Dennis contact road engineer we used before and ask him.***

Action Item: ***John - contact insurance company regarding the limits of the association's liability insurance.***

5.7 Complaints – Dennis Riley

5.7.1 Carp re: Dawson: junk vehicle eyesore

Tabled

5.7.2 Anderson re: Dubiel: delayed project review application

Tabled.

Action Item: ***Karleen - put Sherwood's eyesore complaint on the December agenda.***

5.7.3 Gelderloos re: culvert placement

The board briefly discussed recognition of the issue in the complaint and the temporary steps being taken (extending the culvert up the hill and backfilling that would include the phone lines) as they worked toward a permanent solution; and that the Gemini road extension also needed the same treatment.

Action Item: ***Dennis - write a letter to Pouwel recognizing the issue and letting him know the association is looking at various ways to mitigate it.***

5.8 Legal Committee Report – Leo Keeler

5.8.1 Statute of limitations on first or second liens

According to the MT Supreme Court, the starting date of a lien for the purpose of calculating the statute of limitations is the date a court action is filed and covers eight years back. The GLA's identified cases of past due assessments total an anticipated $148,000 but that figure would reduce to $100,000 when the statute of limitations was applied. Over $27,000 had been collected or obligated by payment plans during the current year. The largest case was Ansara Ali who owed approximately $40,000 but the GLA would likely only be able to collect $28,000 with the statute of limitations. **Motion:** Leo motioned and Dan seconded for the board to authorize Tyler Maloney to negotiate on all late assessments to collect no less than the eight-year statute of limitations based on the date of court filings documents plus attorney fees and lien filing charges as invoiced. **Amended motion:** Leo amended his motion and Dan seconded to add past lien filing fees to the original motion. **Motion carries unanimously**.

Ken Mueller, who owes the association $2,000-$3,000 and is not at the eight-year point yet, missed his response due date. **Motion:** Leo motioned and Dan seconded for the board to grant Ken Mueller a seven-day extension to respond. **Motion carries unanimously.**

5.8.2 Ramp's gate

Prior to the meeting the board reviewed numerous documents and past board meeting minute excerpts relative to the gate Kathleen Ramp put on her property that blocks the GLA's easement into public lands. Discussion included the concern that none of the documents was conclusive in that it was unknown who from the GLA wrote many of them; the question of whether if the GLA were to try to claim a vehicular road easement, would it involve regular road maintenance; the recognition that the easement was established in 1977 and is not one of platted roads for maintenance; early on it was a jeep trail; the history of repeated lock changes on the part of Ms Ramp that blocked member use of the easement; in the spring Ms Ramp complained about the lock being cut off and about the GLA not taking care of weeds on that road; there were 4 locks on the gate and Ms Ramp eventually gave the DeGraaf's the combination to the bottom left lock.

Action Item: ***Dennis to talk to Alanah to write a letter alerting Ms Ramp to the board's position that if she changes the combination without notice to the association, at the end of 30 days the GLA will cut it off.***
Action Item – ***the GLA will provide the combination to Landowners.***

5.8.3 Collection of Erickson variance fees
Leo stated that the legal committee had asked Tyler whether non-payment of the variance cost that is not an assessment constitutes being out of compliance with the covenants for the purpose of voting, and the best avenue to proceed. They had not yet received an answer.

5.9 Election Committee

5.9.1 Agenda, set up and handouts for annual meeting
The agenda for this year's annual meeting was the same as last year's except that Mark added "s" and "r" for people speaking or someone reading their bio or statement. **Motion:** Charlene motioned and Mark seconded that the board accept the agenda of the November 10, 2018 meeting. **Motion carried unanimously**.
Action Item: ***Charlene - send the new version of the agenda to Claudette, Ken and Mark.***

5.9.2 Announcing quorum & voting results
Dennis would make the secretary's announcements at the annual meeting.

6. Approve minutes
Motion: Dan motioned and Gerald seconded to approve the October 8, 2018 meeting minutes. **Motion carried** (10 in favor and 1 abstention – Charlene).

7. Ombudsman Reports
No report.

8. Visiting Landowner Input Period
Dorothy Keeler noted that the meeting went well and was well organized.

9. Adjournment
The meeting was adjourned at 9:40 p.m.

10. Closed Session – Reply Stone Counterclaim Including Directors
The board reviewed three issues regarding Chad Stone's counterclaim.
Motion: Leo motioned and Dan seconded to ask Tyler to talk to Seth to take all actions possible to not have individual board member names included in the countersuit. **Motion carried unanimously.**
Motion: Leo motioned and Mark seconded to ask Tyler not to remove Lindsay Stone from the GLA's lawsuit until the title was clear. **Motion carried unanimously.**
The board was to meet with Tyler via phone on Monday at 3:00 p.m. Defense of 23 claims was due to Tyler on November 15th.

Glastonbury Landowners Association, Inc.

Glastonbury Landowers Annual Meeting & Elections Minutes - *Final*

November 10, 2018

1. **Pre-Meeting: Early Sign-In & Continental Breakfast Buffet**

2. **Meeting Commencement/Pledge of Allegiance/Opening Prayer/Welcome**
   Dennis Riley called the meeting to order at 10:20 a.m., the group recited the Pledge of Allegiance and Susan Gough gave the opening prayer.

3. **Proof of Notice of Meeting, Proxy & Quorum Certification**
   Dennis Riley provided proof of quorum – 330 were authorized to vote and 83 were needed for quorum; there were 101 absentee ballots, 22 proxies and 44 in attendance for a total of 167.

4. **Reading of Minutes of preceding meeting**
   The members agreed to forego the reading of the minutes of the previous meeting.

5. **Introduction of the Candidates**
   Dennis Riley introduced the North and South Glastonbury Candidates who gave their speeches to the membership either in person or by having a statement read by a member in attendance.

6. **Question & Answer Period for Candidates**
   North and South Glastonbury Candidates answered questions from members and other Candidates.

7. **Director & Officer Reports**
   Dennis Riley presented the President's Report.
   Regina Wunsch presented the Treasurer's Report.

8. **Reports of Committees**
   Road & Weed Committee:
   Denis Riley presented the road report.

   Project Review Committee:
   Kevin Newby gave the Project Review Committee report.

9. **Refreshment Break**
   During the break board members discussed and voted on the issue of whether an email authorization of proxy would be accepted as a legitimate document for assigning a vote. **Motion:** Mark motioned and Gerald seconded for the board to accept email authorization as a valid proxy. **Motion carried** (7 in favor- Dan, Gerald, Kevin, John, Charlene, Mark & Newman, 3 opposed - Leo, Regina & Dennis). **2nd Motion:** Mark motioned and Leo seconded that the board would seek legal advice on email proxies. **Motion carried unanimously.** Discussion involved whether an email address that includes the sender's name is legally considered a signature and whether an email proxy adheres to the guidelines established on the proxy form.

10. **Announcement that the Voting Period Had Ended**

11. **Forum for Members' Questions/Comments**
    Members, Candidates and Directors spoke and answered questions.

12. **Announcement of Election Voting Results**

North Glastonbury Candidates and votes received:

61 – Gerald Dubiel
59 – Newman Brozovsky
26 – Ron Price (write-in)
22 – Claudette Dirkers (write-in)
10 – Debbie DeGraaf (write-in)
02 – Regina Wunsch (write-in)
01 – Val O'Connell (write-in)
01 – Ron Wartman (write-in)
01 – Chris Williams (write-in)

South Glastonbury Candidates and votes received:

65 – Ken Hurley
54 – Andrea Sedlak
51 – Jerry Ladewig
45 – Kathleen Rakela
40 – Clare Parker
39 – Ed Dobrowski
01 – Tim Brockett (write-in)

North Glastonbury Ombudsman and votes received:

55 – Linda Ulrich
01 – Penelope Price (write-in)

South Glastonbury Ombudsman and votes received:

70 – Miriam Barker

Dennis Riley summarized that the North Glastonbury Directors elected were Gerald Dubiel, Newman Brozovsky and Ron Price; the South Glastonbury Directors elected were Ken Hurley, Andrea Sedlak and Jerry Ladewig; the Ombudsman elected for North Glastonbury was Linda Ulrich and Miriam Barker was elected as Ombudsman for South Glastonbury.

13. Meeting Adjourned at 2:40 pm.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

December 3, 2018

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence (7:00 p.m.)**

   The meeting was called to order by Dan Kehoe at 7:05 p.m., followed by a minute of silence. Newman read the prayer.

   PRESENT: Dennis Riley (President, by phone), Dan Kehoe (acting Vice President and initial meeting chair), Newman Brozovsky, John Carp, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, Charlotte Mizzi, Kevin Newby, Ron Price (until 10:10), Mark Seaver (by phone until 10:00), Andrea Sedlak (by phone until 10:00).
   Also Attending: Karleen McSherry (Interim Administrative Assistant)
   Landowners: Svend & Donna Andersen, Debbie Blais, Claudette Dirkers, Leo & Dorothy Keeler, Michael Laverty, Timothy & Charlene Murphy, Linda Ulrich, Ia Williams.

2. **Set Agenda**

   Dan asked to handle 5.1.2 before 5.1.1.

   Add 5.9 Election Committee to discuss annual election issues.

3. **Visiting Landowner Input Period**

   Questions were raised about the validity of the North Glastonbury election and about allowing proxy votes to trump and replace already received absentee votes, and the retrieving of absentee ballots in favor of a landowner coming in person to vote as well as the board's vote on election day to accept email proxies. The board had received two opinions from Seth on election issues late that afternoon and Leo questioned whether Seth had been given proper information. He requested that the legal committee present Seth with the full facts. Due to the back and forth nature of the discussion it was decided to cover this issue more fully later in the meeting.

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**

   5.1 President's Report – DR

   5.1.1 Board orientation, Code of Conduct policy; Conflict of Interest statement; Confidentiality Agreement

   Board members signed the Code of Conduct policy.

   5.1.2 Election of Officers

   All officer candidates ran unopposed and were approved by unanimous voice votes.
   President: Dennis Riley
   Vice President: Kevin Newby
   Treasurer: Mark Seaver
   Secretary: Charlotte Mizzi
   Dan passed the chairing of the meeting to Kevin.

   5.1.3 Re-establish committees and chairs; complaint process & possible committee

   Committees and chairs are as follows:

   Road Management Committee: Co-Chairs: John C. (North) and Ken H. (South)

   Road & Weed Committee: Co-Chairs: John C. (North) and Ken H. (South).
   Members: Newman B., Gerald D., Richard J., Dennis R., Walter Wunsch.

   Project Review Committee: Co-Chairs: Gerald D. (North) and Kevin N. (South).
   Members: Richard J., Ron P., Donna Andersen, Ia Williams.

   Finance Committee: Chair: Mark
   Members: Charlotte M.

Motion: Charlotte motioned and John seconded to create a new complaint committee. Voice vote. **Motion carried unanimously**.

Complaint Committee: Chair: Jerry L
Members: Newman B., Ron P.

Governing Documents Committee: Chair: Jerry
Members: Ken H., Charlotte M., Andrea S.

Election Committee: Co-Chairs: Andrea and Kevin N.
Members: Charlene Murphy.

Legal Committee: Chair: Dennis R.
Members: John C, Charlotte M, Kevin N., Mark S.

Webmaster: Mark S.

Action Item: ***Karleen – put on January 2019 agenda for the board to discuss the optimal size of the road committee.***

5.1.4 Determine meeting dates for 2019

The board was presented with a tentative schedule of meetings for 2019. Charlotte requested the March meeting be moved from the 11th to the 4th. All agreed to the change and the rest of the draft schedule. It was noted that the Project Review Committee meeting would also be pushed back one week to February 25th.

5.1.5 Set 2019 goals

It was agreed that committees that were to convene before the January board meeting would discuss their 2019 goals and present them during the first board meeting next year.

5.1.6 Revisit the prayer/no prayer standard for the year

Motion: Charlotte motioned and Ron seconded to have a non-denominational prayer at the beginning of each meeting. Roll call vote. **Motion carried** (7 in favor and 5 opposed – Ken, Jerry, Dennis, Mark & Andrea).

5.1.7 Meeting Safety

The board discussed Jerry's email request to lock the door once a board meeting began and to enact a no gun policy. Discussion included fire regulations prohibiting locking the door; the lack of power on the part of the association to keep someone from carrying if they are legally permitted to do so.

5.2 Project Review Committee Report – GD / KN

5.2.1 Himmelpach's shed on NG 47-C

Gerald spoke with Mr. Himmelspach and he wasn't aware he needed an app for a shed under 200 sq ft. Gerald informed him that he did whereupon he submitted an application.

Action Item: ***Karleen – contact Mr. Himmelspach about submitting before the next project review committee meeting a plat map with his shed and distances to boundaries marked.***

5.2.2 Stone second dwelling

Kevin reported that there was enough supporting evidence of Mr. Stone having a 2nd dwelling for which he was receiving $900/month. **Motion:** Charlotte motioned and Newman seconded, to send Mr. Stone a letter regarding a 2nd dwelling assessment and bill for it immediately. Voice vote. **Motion carried unanimously.**
Action Item: ***Karleen – send letter and let board know when it's gone out.***

5.2.3 Small projects and driveways, i.e., Briggs NG 22-C shed

Kevin reported that Mr. Briggs' 3.5 acres had no improvements and no structures and the request was to put a 192 sq ft movable shed in the middle of the property. He submitted his application late so it would be discussed fully at the next board meeting. Kevin noted that there was no application for a driveway and culvert. The area is undeveloped but there was a subdivision road and cul-d-sac that was 8 inches lower than the property. Discussed if access is off a subdivision road and not a GLA platted road, the association cannot require a driveway.

5.3 Treasurer's Reports

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Oct. 2018

Motion: Newman motioned and Gerald seconded to accept the October treasurer's report as presented at the annual meeting. Voice vote. **Motion carried** (11 in favor, 1 abstention – Charlotte because she didn't attend the annual meeting).

5.4 Finance Committee Report

5.5 Secretary's Report –

5.5.1 Document Request, Donna Andersen

Charlene discussed the precedent set earlier in the year when the board voted to not give Tim Brockett sign-in sheets. Signatures and knowledge of who voted and who didn't was deemed private. Discussion included whether to give Donna the documents she requested, her belief that she had a right to them; the idea that the state requires the organization to provide landowners certain documents but there are a lot of records the association is not required to provide. The next election committee meeting was set on December 17 at 6:00 pm in Emigrant Hall where election materials could be seen by all interested parties, and the flow of events could be examined.

Action Item: ***Charlene to call Rose Rigler to reserve Emigrant Hall.***

5.5.2 Administrative Assistant

Charlene reminded the board that they had voted to hire Karleen as the interim administrative assistant until the first of the year. The board would need to vote to keep her on. Discussion included the difficulty in attracting candidates with a $15/hr wage; the issue of perhaps needing to add hours especially if she would be helping Mark with scans, documentation & banking; the proposal to raise the salary to $18/hr and provide one week of paid vacation; the need to check the budget before committing to any increases. **Motion:** Charlotte motioned and Gerald seconded to extend Karleen as the administrative assistant until August and to look into a pay raise, additional hours, and a week's paid vacation. **Amended Motion:** Charlotte motioned and Andrea seconded to extend Karleen indefinitely as the administrative assistant and to look into a pay raise, additional hours, and a week's paid vacation. Voice vote. **Motion carried unanimously.**

Action Item: ***Karleen – keep track of the number of hours spent in treasurer's help.***

Action Item: ***Karleen – ship the treasurer's laptop to Mark.***

5.5.3 Email Votes

1. Nov 28-30, the board voted to approve the 11 02 2018 board meeting minutes. Motion carried unanimously (all 12).

2. Nov 6-7, 2018, the board voted to send a letter to Ron Price regarding his withdrawal as a candidate and their acceptance of his withdrawal but not his reinstatement. Motion carried (9 in favor: Leo, Mark, Charlene Regina, Dennis, John, Kevin, Dan, Gerald; 1 opposed: Charlotte; 1 Recusal: Newman).

5.5.4 2014 Bylaw amendment re: email notification, post to website
Action Item: ***Karleen – send to Mark the document to be posted.***

5.5.5 Unofficial email notifications
For the past few weeks the association didn't have a secretary and no unofficial email communications were sent out during that time. Such communications are a courtesy of board. Charlotte agreed to send them out in the future.

5.6 Road and Weed / Management Committee Report – DR / CM

5.6.1 Snowplow contract
The association needed to sign a contract with the new snowplow contractor. Fred Counts sold his equipment to Standish. It was noted that the GLA plow was stored at Fred's property and he would use it as a backup driver coming under the GLA's insurance plan.
Action Item: ***Dennis – follow-up with Standish and draft a contract with the new driver.***

5.6.2 Authorize snowplow coordinators to dispatch as per guidelines
Motion: Charlotte motioned and Ken seconded to authorize all snowplow coordinators to dispatch snowplow drivers and make decisions as long as they follow the current snowplow guidelines. Voice vote. **Motion carried unanimously (9 members)**.

5.6.3 Consider whether to reestablish markers as part of ditch work & special projects
Tabled until next meeting

5.7 Complaints – DR /MS

5.7.1 Sherwood eyesore
Dennis reported that the association had exhausted its process regarding Mr. Sherwood's eyesore, including sending two letters without receiving any response. **Motion:** Dennis motioned and Jerry seconded to authorize Tyler to include the eyesore complaint as part of his action against them for non-payment of assessments. It was noted that Mr. Sherwood was on a payment plan. **Amended Motion:** Dennis motioned and Ken seconded for Dennis to contact Seth regarding the covenant violation. **Motion carried unanimously (9 members).** It was alleged that Mr. Sherwood also has people living in a motor home on the property, which is a covenant violation.

5.8 Legal Committee Report – CM / DR

5.8.1 Update from Tyler and how to proceed with collections
Dennis would look over the paperwork and communicate with the legal committee regarding how to proceed with the ten outstanding cases. The board would then vote via email regarding what to instruct Tyler to do.

5.8.2 Collections options (pay in full now, 2-year plan or extended payment plan w/ interest)
Tabled until next meeting.

5.8.3 Legal advice from Seth: re: proxy designation via email, proxy and absentee ballot
Tabled until next meeting.

5.9 Election Committee

Action Item: ***Committee chairs – contact John to schedule a meeting at Liberty Hall.***
Action Item: ***Karleen - prepare a new board contact list.***

6. **Approve minutes: Annual Meeting 11-10-2018**
   Tabled until next meeting.
7. **Ombudsman Reports**
8. **Visiting Landowner Input Period**
9. **Adjournment**
   Kevin adjourned the meeting at 10:25
10. **Next Board Meeting: January 14, 2019**
11. **Closed Session (if needed)**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

January 14, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis at 7:07 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer by phone), Newman Brozovsky, John Carp, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, Charlotte Mizzi, Ron Price and Andrea Sedlak (by phone).
   Also Attending: Karleen McSherry (Interim Administrative Assistant)
   Landowners: Donna Anderson, Claudette Dirkers, Dave Hink, Leo Keeler, Charlene Murphy, Debbie Newby, Clare Parker, Linda Ulrich, Ia Williams.

2. **Set Agenda**
   Richard: add 5.5.7 Don Hink to R&W Committee
   Charlotte: add to Finished Business Kevin's motion re: Andrea

3. **Visiting Landowner Input Period**
   Linda Ulrich asked when the January assessment statements would be sent out and was told they had been mailed that morning. Mark noted that he had not received email assessments and would email Micah to see where they were. Leo Keeler suggested the board keep the info sent to the attorney simple, 7 or 8 questions, no history. He also inquired about the status of late assessment collections, especially Ali and Mack. Dennis responded that he needed a fresh update from the attorney. Leo also reminded the board that payment plans are only for two years and there's no interest. If the GLA were to exceed that it would cause major headaches.

4. **UNFINISHED BUSINESS**

   4.1 Well logs
   Discussion included that the county and state keep well logs; the covenants require landowners to submit them to be in good standing; requesting this document from the state has worked quickly and well for some but not for others; therefore the governing documents committee can make removing this requirement from the covenants a priority and then bring it to the membership for a vote.

   4.2 Consider whether to reestablish markers as part of ditch work & special projects
   Easement markers are necessary so the GLA doesn't dig on someone's property; some pins were removed by Park Electric; the GLA needs to know if the pins are there; the suggestion to have the road committee add pin discovery to the spring grading road work.

   4.3 Collections options (pay in full now, 2-year plan or extended payment plan w/ interest)
   Tyler Mullowney asked Dennis if there was any flexibility in the payment plan; the board discussed the idea of large sums owned, such as penalty and interest owned for the maximum 8-year collectible time-frame; if someone signs a payment plan and acknowledges the whole debt they are responsible for it all regardless of statute of limitations; the suggestion to allow an extended payment plan with the first two years interest free and after that calculated with interest; the question of whether the GLA would impose a dollar amount beyond which they would entertain a longer payment plan; the idea that there is a limit that would be offered of four or five years to pay off the debt; the suggestion to work with Tyler regarding what is feasible in the courts.
   Action Item: ***Legal committee to investigate this further and propose something.***
   Action Item: ***Next Legal Committee meeting Friday the 25th at 6:00 p.m.***
   Action Item: ***Mark to check about modifying the polycom to use over the Internet.***

   4.4 Approve Revised Annual Meeting minutes 11-10-18
   Motion: Kevin motioned and Ken seconded to approve the revised Annual Meeting minutes of 11-10-18. **Motion carried unanimously** by voice vote.

5. Officer and Committee Reports

5.1 President's Report – DR

5.1.1 Censure request

Motion: Andrea motioned and Mark seconded for the board to censure Kevin for comments he made in emails that suggested she had something to hide and that called her integrity into question regarding the issue of what documents to bring to the 12/17/18 election committee meeting. **Motion failed** by roll call vote (1 in favor – Andrea, 10 opposed, and 1 recusal - Kevin). The question was raised about whether Mark had a conflict of interest in seconding for his wife; the advice on Conflict of Interest Policy was that the board should vote on whether he has a conflict. By **roll call vote** the board decided that Mark did not have a conflict of interest – 10 no, 1 abstention – Andrea, 1 recusal – Mark. Dennis noted that in this organization, a censure means the board believes the accused did something wrong but there is no penalty. **Motion:** Charlotte motioned and Jerry seconded that Kevin apologize to Andrea for the way he stated his question. **Motion failed** by roll call vote (6 in favor – Gerald, Jerry, Charlotte, Mark, Andrea, Dennis; 2 opposed – Ken, Richard; 4 abstentions – Newman, John, Kevin, Ron). Dennis noted the board history of counting abstentions as no votes.

5.1.2 Election Committee chair/co-chairs

Dennis suggested it was not the board's responsibility to decide between Kevin and Andrea and their status as co-chairs; they needed to work it out. Kevin expressed interest in remaining on the committee as a chair and Andrea resigned from the committee.

5.2 Project Review Committee Report – GD / KN

5.2.1 Brigg's shed, NG 22-C

Motion: Kevin motioned and John seconded to approve Brigg's shed project. **Motion carried** by voice vote (10 in favor, 1 recusal – Charlotte, Andrea unavailable.

5.2.2 Himmelspach's shed, NG 47-C

Motion: Kevin motioned and Newman seconded to approve Himmelspach's shed project. **Motion carried** by voice vote (9 in favor, 1 abstention – Ken, 1 recusal – Gerald, Andrea unavailable.

5.2.3 Smith's culvert, NG 62

Motion: Kevin motioned and Gerald seconded to approve Smith's culvert at 16"-18". **Motion carried** by voice vote (11 in favor, 1 abstention – Charlotte).

5.2.4 Weisman residence, NG 40-2

Motion: Kevin motioned and Richard seconded to approve Weisman's residence, septic and driveway project with the condition they reseed upon completion. **Motion carried** by voice vote (11 in favor, 1 recusal – Gerald.)

5.2.5 Fowle well, NG 10-D

Motion: Kevin motioned and Gerald seconded to approve Fowle's well project with the condition that the board receive the DEQ approval. **Motion carried unanimously** by voice vote.

Action Item: ***Karleen – let Kevin know when Bennet's DEQ approval comes in.***

5.2.6 Buchanan dwelling assessment

Kevin reported there is reason to believe that Mr. Buchanan was living in his garage/shop building. Ken, who lives across the street from Buchanan agreed that he is living in the shop. Kevin noted that Buchanan had originally applied for a two-bedroom apartment above his shop. **Motion:** Kevin motioned and Ken seconded to send a dwelling assessment to Mr. Buchanan. **Motion carried unanimously** by voice vote.

5.2.7 Chute NG 28-D Non-preapproved project

Motion: Kevin motioned and Gerald seconded to send the Chutes a letter letting them know they need to submit a Project Review Application for the prefab workshop. **Motion carried unanimously** by voice vote.
Action Item: ***Karleen - Send a letter to Mr. the Chutes re: needing a PR App.***

Kevin reported that Chuck Tanner moved a shed into the turnaround; Kevin spoke with him and he is going to submit a Project Review Application.
Action Item: ***Karleen - Follow-up with a letter to Mr. Tanner.***

5.3 Treasurer's Reports

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Nov. & Dec 2018

Mark reported that over 99% of projected income from assessments was collected; there was a need to increase the PR app fee by $5 to cover administrative hours; and back assessments collected were almost double that of the previous year.
Motion: Mark motioned and Charlotte seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.

5.4 Secretary's Report – CM

5.4.1 Document Request, Donna Andersen re: completed sign-in sheets

Charlotte reported that fulfilling Mrs. Andersen's document request was on hold pending legal advice.

5.4.2 Document Request, Debbie Newby

Charlotte reported that documents went sent to Mrs. Newby and this issue was resolved.

5.4.3 Administrative Assistant wage, hours and paid vacation (error in previous budget draft)

Regina had alerted the board that there had been an error in the total number of hours used to calculate the administrative assistant's annual wage. The correct number should be $17,967. Charlotte suggested the finance committee look into the amount the GLA can afford as a raise for this position.

5.4.4 Newsletter

There would be a newsletter sent out in February and Charlotte encouraged all committees to write a report to be included. Due date for submissions was Feb 1st.

5.4.5 Bylaws amendments to post on the website

The question arose as to whether the bylaws needed to be recorded with the county and/or codified by an attorney before being posted to the website.

Mark resigned as webmaster.
Action Item: ***John - ask Ross about being webmaster.***

Charlene Murphy brought up the issue of the administrative assistant's hours spent fulfilling document requests; historically the landowner making the request paid for the administrative hours except when sending member lists which was a free service. **Motion:** Charlotte motioned and Gerald seconded for the first 15 minutes of the administrative assistant's time to be free and after that the charge would be $15/hr. **Motion failed** by roll call vote (2 in favor – Charlotte, Richard; 10 opposed). Discussion involved different thresholds at which the fee should be charged. **Amended motion:** Kevin amended Charlotte's motion and Ken seconded to give one hour free and any time after that would be charged to the landowner at a rate equal to the administrative assistant's salary. **Amended motion carried unanimously** by roll call vote.

5.5 Road and Weed / Management Committee Report – JC / KH

5.5.1 New snowplow contractor

John reported that Fred Counts sold his big rig to Standish, who would plow GLA roads for $130-$140/hr; the board approved the new contract with Standish.

5.5.2 GLA Dodge pickup snowplow status

Standish made an offer to buy the Dodge pickup truck and the committee approved the sale for $6,500 with the condition that he charge $120/hr when he plowed and sanded with that truck; Standish would load the sand at a separate charge and planned to keep the equipment at the Quonset hut, and to have 3 drivers available at all times along with backup equipment; the GLA would be his priority client; selling him the truck would get the GLA out of the snowplowing business and eliminate related costs; i.e., salaries, insurance and truck repair, although the GLA would still be responsible for buying the sand; Chad had an arrangement with his primary driver to take over the business if something were to happen to him.
Motion: John motioned and Ken seconded that the board sell the Dodge pickup truck to Chad Standish for $6500 with the condition that he charge $120/hr for plowing and sanding (as equipped). **Motion carried unanimously** by voice vote**.**

5.5.3 New snowplow coordinators

Motion: Richard motioned and Gerald seconded to add Dave Hink to the road committee and make him a backup snow removal coordinator. **Motion carried unanimously** by voice vote.
Action Item: ***John - get all contact numbers to Karleen; list phone #s in Feb newsletter.***

Dennis and Ken were the SG coordinators; Holt Rawlins had volunteered to be a coordinator. **Motion:** John motioned and Ken seconded to bring on Holt Rawlins from high SG to be a third coordinator. **Motion carried unanimously** by voice vote.

5.5.4 Snowplowing guidelines

John reported that the committee voted to raise the paved road standard to 3 inches from 2-4 inches to dispatch the snowplow; gravel roads would stay the same at 4-6 inches. **Motion:** John motioned and Kevin seconded to change the paved road standard for plowing to 3 inches and gravel to remain at 4-6 inches both in the guidelines and standards. **Motion carried unanimously** by voice vote.

5.5.5 GLA road insurance policy

John reported that the current insurance policy for the roads provides coverage for $2 million per year and $1 million per incident; previous reasonable safe use of roads and no serious deadly accidents has reduced GLA exposure.

5.5.6 2019 Road Committee goals

John reported the committee's goal would be to get the roadwork done by the end of May in the spring and by the end of September in the fall; committee members would do fieldwork on the roads to assess what needed to be done during the spring; and they would try to get on Chad's schedule as soon as possible; weeds were to be done in June; although Gemini and Capricorn did not get seeded this fall, seed could be spread on snow; Linda Ulrich volunteered to spread seed on her side and the opposite side of the road, she just needed the seed.

5.6 Complaint Committee – JL

5.6.1 Committee Report

Jerry reported that the Complaint Committee met on January 9; she reminded landowners that if they wanted their complaints to be taken seriously, they needed to stick to the facts. Newman spoke about the committee's recommended changes to the form – adding landowner email address, desired outcome and any covenants involved. Kevin suggested the form be reworded to ask not how many attempts

have been made to resolve the issue but rather "what attempts have been made...?" Jerry set up 30-day notices to people who submitted complaints to let them know the status.

Action Item: ***Jerry – list complaints in agenda actively looking at during the meeting.***

Eight complaints currently in the loop:
Donna Lash-Andersen – absentee ballots having been exchanged, requested docs and changed to complaint - absentee ballots were exchanged in the election of Ron Price; can't resolve because issue going to attorney.

Debbie Newby – proxy vote overrides owners own absentee vote; can't resolve because issue going to attorney.

Debbie Newby – Delinquent parcel owner runs the GLA election "vote." Related to Charlene Murphy, who helped Debbie understand what the changes had been that relinquished Charlene's partial ownership of the lot Debbie had questioned. Issue resolved.

Action Item: ***Jerry - send out response letter approved by the board.***

Mott & Anderson – Sherwood eyesores; two letters had been sent to Sherwood with no response and it was subsequently turned over to Seth; subject for legal committee to follow-up and apprise the board.

Gelderloos – culvert and wires on Capricorn & Mercury; worked on and completed 12/19; Jerry sent letter apprising landowner of the resolution. Issue closed.

Action Item: ***Add to complaint form that emergency situations should be called into the GLA.***

9/25/18 Donna Lash-Andersen – Dubiel accessory bldg; concrete slab laid in 2016 and PR App submitted in September 2017 for the slab and possible garage/shed on it. Per Kevin, a concrete slab for a patio is not required to have a project review. Letter sent to board for approval to close this issue.

9/29/18 Carp – Dawson eyesores; landowner hadn't done much to remove vehicles and trailers; like Sherwood issue. Dennis give 2 letters each for 30 days to respond, first demanding they correct the problem, and second correct it or we'll send it to the attorney. Letters can go with Dennis' signature on the letters.

Action Item: ***Dennis - send Jerry samples - two letters sent to Sherwood.***
Action Item: ***Jerry - send letters to Dawson to board.***
Action Item: ***Karleen - place Dennis' signature on letters to Dawson.***

The next meeting of the Complaint Committee was scheduled for Wednesday, Feb 6 at Jerry's house at 17 Hesperus Lane at 7:30.

Goals of complaint committee - to set up a complaint system that responds to people in a timely manner.

5.7 Governing Documents Committee - JL

5.7.1 Announce next meeting

Jerry announced that the next meeting of the Governing Documents Committee would be on Wednesday, Jan 23 at 7:00 pm at Jerry's house.

5.8 Legal Committee Report – DR

Dennis reported that he met with Tyler Mallowney to discuss the status of the 10 cases going to court; Ali was looking to settle; Tyler filed re: Stone but Judge Gilbert was overwhelmed with something and had not made a decision on it. The next meeting of the Legal Committee would be on Friday, January 25th 6:00 pm.

5.9 Election Committee Report – AS / KN

5.9.1 Documents for the attorney

Motion: Charlotte motioned to send Kevin's original 7 questions with the history to Seth. **Motion withdrawn. Motion:** Charlotte motioned and Kevin seconded to resend the 7 questions with the history to board members and after a few days to

review the material, the board would then take an email vote. **Motion carried unanimously** by voice vote.
Charlotte motioned and Kevin seconded that "I will send the original 7 questions to the board that Kevin did, including the history of it, and we'll have a couple of days to review it and we'll take an email vote."
Action Item: ***Charlotte & Karleen - write article for the newsletter summarizing the voting discussion.***

5.9.2 Conflict of Interest / EC bias

5.9.3 Election investigation / Bylaws changes

6. **Approve minutes:** December 3, 2018 BOD Meeting
Motion: Kevin motioned and Newman seconded to approve the December 3, 2018 meeting minutes. **Motion carried** by voice vote (11 in favor and 1 abstention – Dennis).

7. **Ombudsman Reports**
Linda reported that people were surprised that Ron was elected; people need to regain trust because some of it was lost.

8. **Finished Business**
8.1 Email Votes
   1. Dec 10-11, 2018 **Motion:** Andrea motioned and Charlotte seconded that the GLA provide for inspection by those present at the December 17 election Committee meeting all official GLA election records for the November 2018 election, excluding the sign-in sheets and the physical ballots. **Motion carried** (9 in favor - Andrea, Charlotte, Dennis, Jerry, Mark, John, Richard, Gerald, Newman; 1 opposed – Kevin; no vote – Ron, Ken).
   2. Dec 11-12, 2018 **Motion:** Dennis moved and Andrea seconded that the board authorize Seth Cunningham to be co-counsel with Tyler if Judge Gilbert allows Chad Stone to add individual board members to his complaint. **Motion carried** (9 in favor - Dennis, Andrea, Mark, John, Ken, Newman, Kevin, Ron, Jerry; no vote – Gerald, Charlotte, Richard).
   3. Dec 11-12, 2018 **Motion:** Dennis moved and Andrea seconded that the board authorize Tyler to represent the GLA in the legal action to collect attorney fees from the Ericksons. **Motion carried** (11 in favor - Dennis, Andrea, Mark, John, Ken, Newman, Gerald, Kevin, Ron, Jerry, Charlotte; no vote - Richard).
   4. Dec 11, 2018 **Motion:** Dennis moved and Mark seconded that the GLA board authorize Tyler Mullowney Esq. to aggressively negotiate on the association's behalf with respect to the current collections cases. Tyler is to proceed to collect in the most cost effective manner. **Motion carried** (10 in favor - Dennis, Mark, Andrea, John, Ken, Richard, Charlotte, Gerald, Newman, Ron; no vote - Kevin).
   5. Dec 11, 2018 **Motion:** Mark moved that Kevin be asked to recuse himself from reviewing election related materials because of his conflict-of-interest, since his wife is one of the complainants. **Motion failed. No Second.**
   6. Dec 12, 2018 **Motion:** Andrea moved and Jerry seconded that Kevin recuse himself from participating in any future votes regarding GLA's responses to Debbie Newby's complaints**. Motion carried** (9 in favor - Andrea, Jerry, Charlotte, Mark, John, Dennis, Ken, Ron, Kevin; no vote – Newman, Gerald, Richard).
   7. December 12, 2018 **Motion:** Kevin motioned that Andrea recuse herself from participating in any vote regarding proxies overriding absentee votes because she has a conflict of interest with the 11 proxies she collected and expects to have precedents over a landowner's own absentee vote. **Motion failed. No Second**
   8. Dec 15-16, 2018 **Motion:** Kevin motioned and Jerry seconded to send the previously written letter to Kathleen Rakela regarding her September request for roadwork on

Pisces Lane. **Motion carried** (9 in favor - Kevin, Jerry, Charlotte, Andrea, Gerald, Mark, John, Newman, Dennis; no vote – Ken, Ron, Richard).

9. Dec 16-17, 2018 **Motion:** John motioned and Andrea seconded to approve funding for the Venus Culvert repair by Chad Standish for a maximum of $1465, funding to come from existing NG road reserve funds. **Motion carried** (10 in favor - John, Andrea, Mark, Richard, Dennis, Jerry, Charlotte, Gerald, Kevin, Ron; no vote – Newman, Ken).

10. Dec 30-31, 2018 **Motion:** John motioned and Richard seconded to approve the Standish snowplowing contract. **Motion carried** (10 in favor - John, Richard, Gerald, Ken, Dennis, Ron, Charlotte, Newman, Jerry, Mark; no vote – Kevin, Andrea).

11. Jan 11, 2018 **Motion:** Andrea motioned and Charlotte seconded that, as soon as possible, the Board of Directors send to all landowners on the email list the three documents prepared by the Election Committee and listed below. Motion carried (? in favor - Andrea, Charlotte, Jerry, John, Gerald, Mark, Richard, Newman, Ron, Dennis, Ken; no vote - Kevin).

    The three documents:

    1. Revised memo on the election process, historical overview. This version incorporates input from landowners who gave additional information they felt was important or identified needed clarification/corrections
    2. Questions for the GLA lawyer abbreviated. These were originally disseminated December 22, based on the landowners' comments and questions at the December 17, 2018 Election Committee meeting. This version is abbreviated by eliminating redundancies and moving background information into the historical document (#1).
    3. Additional Landowner Input on Questions to the Attorney. This listing incorporates the succinct listing of questions Kevin recently compiled based on his further discussions with concerned landowners, as well as additional questions landowners submitted after the December 17 meeting to supplement the December 22 questions listing.

9. Visiting Landowner Input Period

10 Adjournment

The meeting was adjourned at 11:21 p.m.

11. Next Board Meeting: February 11, 2019

12. Closed Session

Glastonbury Landowners Association, Inc.

Board of Directors – *Final*

February 11, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis Riley at 7:01 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer by phone), Newman Brozovsky, John Carp, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, Charlotte Mizzi, Ron Price and Andrea Sedlak (by phone).
   ABSENT: Andrea Sedlak
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Miriam & Charles Barker; Claudette Dirkers, Leo Keeler, Charlene Murphy, Debbie Newby, Ia Williams.

2. **Set Agenda**
   Add 5.10 Website

3. **Visiting Landowner Input Period**
   Claudette Dirkers asked to receive the board meeting agenda in advance; Ia Williams reminded that the Project Review Committee meeting minutes go to the board only after the committee approves them.

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**
   - **5.1 President's Report**
     - **5.1.1 Road usage fees, i.e., Barry Ranch**
       Motion: Charlotte motioned & Gerald seconded to charge Barry Ranch a road usage fee for each dwelling, currently $210 times two. **Motion carried unanimously** via voice vote.
       Action Item: ***Mark will call Tom Barry and follow up with a letter.***

       Dennis reported that Greg Coleman, Park County Disaster Coordinator, would be working on procedures for county emergency notification and would like to meet with the GLA.
       Action Item: ***Dennis rent Emigrant Hall and have a town hall meeting for all Emigrant residents.***

   - **5.2 Project Review Committee Report**
     - **5.2.1 Willie second story, NG 34**
       Mr. Willie admitted he was building a second story residence but the GLA had not received money and paperwork for this part of his project – Form A and $560.
       Action Item: ***Kevin - keep in contact with Mr. Willi regarding his paperwork and fee payment.***

     - **5.2.2 Impact fee for underground structure**
       The question was raised about whether underground containers for garage/storage and a shop should be charged an impact fee and the consensus was that all structures, whether above or below ground, should be charged based on square footage and abide by the setbacks.
       Action Item: Mark – ***prepare for Kevin customer balance sheet detailing who has how many dwellings.***
       Action Item: ***Mark – inform Micah about five new dwellings to be added next assessment period.***
       Action Item: ***Kevin – send Karleen dwelling assessment letter and names of five landowners to receive it.***
       Action Item: ***Karleen – add president's signature and send letters.***

   - **5.3 Treasurer's Reports - MS**
     - **5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary January 2019**

Motion: Mark motioned and Charlotte seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.
Action Item: ***Mark - create a list of landowners newly in arrears for two years.***

5.4 Secretary's Report – CM

5.4.1 Administrative Assistant's equipment
Motion: Charlotte motioned that the GLA buy a new computer. **Motion withdrawn.**
Action Item: ***Karleen - upgrade OS and get on Office 365.***

5.4.2 Need agenda items by Tuesday before the board meeting
Road & Weed Committee will meet on March 7 but will then switch to meeting during the third week after the board meeting in order to have agenda items in by the requested deadline.

5.4.3 Mailing: Newsletter & financials
Jerry agreed to lead a stuffing session with Ken, Kevin, John & Ron on Thursday, February 14 in Liberty Hall at 1:00.
Action Item: ***Karleen – deliver materials to Jerry Thursday at 1:00.***

5.4.4 What constitutes an election committee?
Charlotte presented the history of the Election Committee and recommended the board distinguish between an election committee that is advisory in nature and the position of running the election.

5.4.5 Board of Director Binders
Going forward, the board binders given to new directors will include only the articles of incorporation, governing documents and the standards.

5.5 Road and Weed / Management Committee Report – JC / KH

5.5.1 Approve spring road maintenance budget
Motion: Ken motioned and Charlotte seconded to approve the North and South Glastonbury Spring 2019 Road Maintenance Plans as presented by John and Ken. **Motion carried unanimously** by voice vote. **Motion:** Kevin motioned and Richard seconded to move $5600 from unallocated funds, $600 to the NG gravel account and $5,000 to NG paved road maintenance budget. **Motion carried unanimously** by voice vote.

5.5.2 Chip sealing North paved roads: initial discussion
NG paved roads need to be chip sealed in the next year or two to preserve the pavement. The last time they were done was ten years ago.

5.6 Complaint Committee – JL

5.6.1 Summary of February 6 meeting
Ron presented an overview of the last meeting including the goal of resolving complaints in a timely manner, giving 30-day notices to complainants until resolution is achieved, and the procedure for handling complaints.

5.6.2 Election complaint by Debbie Newby
Jerry outlined five points to support the committee's conclusion that there was no basis in fact for the allegations in Debbie Newby's complaint.

5.6.3 Election complaint by Donna Lash-Andersen
Donna Andersen stated that her complaint was not the same as Debbie's but was more general and broader.

5.6.4 Sherwood complaint by Todd Mott
Discussion included the possibility of AV fuel seeping into the groundwater; Todd Mott had spoken with DEQ and would follow-up with them; the possibility of it being a hazmat issue and not properly contained.
Action Item: ***Dennis - follow up with Seth re: Sherwood.***

5.6.5 Sherwood complaint by John Anderson
See 5.6.4

5.6.6 Dawson complaint by John Carp

Motion: Jerry motioned and Gerald seconded that the board approve the February 12, 2019 letter to Herb and Joanna Dawson notifying them of their violations of our covenants and bylaws. **Motion carried unanimously** by voice vote.

5.6.1 Next meeting

March 6 at 7:00 p.m. at Liberty Hall.

5.7 Governing Documents Committee - JL

5.7.1 Summary of January 23 meeting

Ken presented the issues discussed at the last meeting per the meeting minutes.

5.7.2 Previously proposed bylaws changes

Ken reported that the committee looked at issues proposed to be changed in the past that were not completed and not presented to the landowners for a vote because of the high bar of 51% landowner participation needed to change covenants.

5.7.3 Committee recommendations by Spring 2019

Next meeting February 20th at 7:00 at 8 Pegasus Way.

5.8 Legal Committee Report – DR

5.8.1 Legal update on O'Connells

Dennis reported that the O'Connells had filed an appeal to the Montana Supreme Court against the GLA's restraining order.

5.8.2 Progress on collections

Dennis reported that there were eight past due accounts on the way to resolution; and two that were having difficulty serving papers; there were some negotiated settlements in process and the goal of moving into the next batch once the current ones were under control.

5.9 Election Committee Report – KN

5.9.1 Add Dennis & landowners to committee

Motion: Kevin motioned and Gerald seconded that the board accept Kevin, Charlene, Dennis, Leo Keeler, Debbie Newby and Claudette Dirkers as members of the Election Committee. **Motion carried** by roll call vote (6 in favor – Newman, John, Gerald, Ken, Richard and Kevin; 4 opposed – Jerry, Charlotte, Ron and Mark; and 1 recusal – Dennis). Discussion included whether there was an appearance of a conflict of interest in having both Kevin and Debbie Newby on the committee. **Motion:** Charlotte motioned and Gerald seconded that board accept Dennis as co-chair of the committee. **Motion carried** by roll call vote (10 in favor and 1 recusal – Dennis).

5.9.2 Resolution re: when vote cast

Kevin asked the board to adopt the Election Committee's resolution per the handout. TABLED until the whole new procedure is ready for presentation to the board.

5.10 Website

Ken reported that the "Recent Events" link for meeting minutes was not being kept up to date. **Motion:** Charlotte motioned and John seconded to reference on the site where the meeting minutes could be found. **Motion carried unanimously** by voice vote. Ken requested board members put "to be posted" in the subject line of emails containing documents they are asking to be put on the website and for those documents to be PDFs rather than in the text of the email.

Action Item*: Ken – create legal committee minutes repository.*

Action Item: *Dennis – check with attorney about what the public legal committee minutes can contain.*

6. Approve minutes: January 14, 2019 BOD Meeting

Motion: Kevin motioned and Gerald seconded to approve the January 14, 2019 meeting minutes, omitting the action item of 5.6. **Motion carried** by voice vote (10 in favor and 1 against – Mark).

7. Ombudsman Reports

Miriam received a number of questions from landowners regarding the $500 fee for unapproved projects, especially regarding the size of projects that require an application.

8. Finished Business

8.1 Email Votes

1. 1/21-28/19 **Motion:** Mark motioned and Jerry seconded that the proposed budget be adopted for 2019. **Motion carried unanimously.**

2. 1/21/19 **Motion:** Charlotte motioned that we have the Election Committee re-write the election procedures and if need be look into the bylaws for any changes to be made. **Motion failed. No Second.**

3. 1/30-31/19 **Vote** based on motion 5.9.1 at Jan 14th board meeting**:** To send to Seth Kevin's original 7 questions and the history. **Vote failed** (2 in favor - John and Kevin; 10 opposed - Andrea, Mark, Dennis, Jerry, Ken, Newman, Charlotte, Gerald, Ron, Richard)

4. 2/2-5/19 **Motion:** Charlotte motioned and Gerald seconded for the GLA to immediately purchase the Apple iMac for $1,149 from Amazon linked below. **Motion failed** (4 in favor - Charlotte, Gerald, Richard, John, 1 abstention - Kevin).

9. Visiting Landowner Input Period

10 Adjournment

The general meeting was adjourned at 11:07 p.m.

11. Next Board Meeting: March 11, 2019

12. Closed Session

The board voted to accept Ali's payment offer for past due assessments on NG 48-3.

Glastonbury Landowners Association, Inc.

Board of Directors – *Final*

March 11, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis Riley at 7:01 p.m.

   PRESENT: Dennis Riley (President), Mark Seaver (Treasurer by phone), Charlotte Mizzi (Secretary by phone), Newman Brozovsky, John Carp, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, Ron Price and Andrea Sedlak (by phone).
   ABSENT: Kevin Newby
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Diane Bierman (by phone), Joanna Dawson, Claudette Dirkers, Dave Hink, Leo Keeler, Jeff Ladewig, Ben Mitchem, Chuck & Nancy Mitchem; Linda Ulrich, Ia Williams.

2. **Set Agenda**
   Address 5.9 after 5.2
   Add Donna Andersen's open Document Request.

3. **Visiting Landowner Input Period**
   Claudette Dirkers asked for the quality of call-in meetings to improve, noting that meetings in Liberty Hall provided the least audible phone sound; Jeff Ladewig spoke in defense of the $500 unapproved project fee as a tool for the board to get people to comply with the governing documents; Ia Williams asked about the status of the Chad Stone case, which resulted in a judgment against Mr. Stone that he has appealed to the MT Supreme Court.

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**
   5.1 President's Report
   5.1.1 Email votes
   Dennis clarified the email voting process for board members asking everyone to vote in a timely manner. Start a vote in a new thread labeled "Email Vote" in the subject line, someone must second the motion before voting can begin, make the vote clear, i.e., "I vote yes," "I vote no," an opinion is not a vote, and please vote only once.

   5.2 Project Review Committee Report
   5.2.1 NG 34 Willie letter
   Kevin wrote a letter to Mr.Willie but didn't pass it on to be sent; if Mr. Willie refuses to comply the association's only recourse would be to sue him. Claudette Dirkers said she filed a complaint last August about Willie's building that shares a boundary with her property but she never received an answer and would like one.
   Action Item: ***Dennis - forward letter to Karleen to send to Mr. Willi***.
   Action Item: ***Karleen – find Claudette's complaint and give it to Jerry.***

   5.2.2 SG 109-A Bierman residence, septic & drive
   Motion: Gerald motioned & Jerry seconded to approve the project with the condition that when the snow melts, the engineer will flag the corners and stake the house, and then the PR committee will check it for compliance with the setbacks. **Motion carried unanimously** via voice vote.

   5.2.3 NG 41-C Fairbairn mud room & covered deck
   Motion: Gerald motioned & Richard seconded to approve the Fairbairn's mudroom and covered deck with no conditions. **Motion carried unanimously** via voice vote. The committee acknowledged that the previous mobile home had been moved; Mark will credit first quarter 2019 dwelling assessment.

   5.2.4 SG 28-B Mitchem residence, septic & drive
   This property originally had a 25-foot setback, and the owners' preliminary measurement indicated the house would not fit with a 50 ft setback. They might need to apply for a variance. **Motion:** Ken motioned and Richard seconded that

Gerald measure and locate the house on the map with John along to verify. **Motion carried unanimously**.

5.2.5 SG 39-E Andersen update DEQ + plat map

The committee was waiting for the DEQ approval.

5.2.6 NG 28-D Chute unapproved project & letter

The board had not received a response regarding the letter sent the previous month so the Project Review Committee agreed to follow up with the landowners.

5.2.7 $500 unapproved project fee landowner responses

A number of board members spoke about having received calls from landowners that expressed opposition to the fee; some board members also preferred the idea of a graduated fee, with some believing $500 was too high and others thinking it would be appropriate for a large house. The issue was sent back to committee.

5.3 Treasurer's Reports

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary February 2019

Motion: Mark motioned and Jerry seconded to transfer $19,000 from the snow removal reserve into the snow removal budget line. **Motion carried unanimously** by voice vote. **Motion:** Mark motioned and John seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.

5.4 Secretary's Report

5.4.1 Administrative Assistant's equipment update

The computer OS was upgraded to Sierra and the GLA's subscription to Office 365 accessed, resolving most printer issues. **Motion:** Charlotte motioned and Mark seconded to replace the printer's duplexer for $40-$45. **Motion carried unanimously.**

Action Item: ***Karleen - research someone who can update printer drivers***.

5.4.2 Mailings – expand GLA email contact list

Tabled until next meeting.

5.5 Road and Weed / Management Committee Report

5.5.1 Storm impact including private roads

The committee agreed that Standish did a good job during the storm. Discussion centered on the issue of private subdivision road plowing. The committee was asked to create a list of people in the community who plow.

Action Item: ***Dennis / John – facilitate discussion with Chad and landowners on private roads regarding setting up a pre-arrangement for Chad to plow subdivision roads at a reduced rate.***

New roles now that the GLA no longer plows: John - head dispatcher; Richard – backup; Dave Hink, Ken and Richard - spotters. It was noted that the GLA used to have a recorded message giving Glastonbury road reports and updates.

Action Item*: Ken – remove Donna Andersen's name from the website as a snowplow coordinator.*

5.5.2 Spring maintenance work review: road signs, asphalt, weed control

Two road signs will be installed right away – a stop sign at the bottom of Venus replacing the yield sign and double arrows at Aries & Capricorn; in a couple of months the yield sign will be installed at Venus and Mercury. Dennis indicated he would put 3 chevrons up on Hercules.

The committee contacted five different contractors regarding NG asphalt chip sealing for next year; they received two estimates, and four bids for crack sealing this year.

The road committee was considering cutting knapweed in the easements rather than spraying. Daniel Peterson indicated he would charge $12/hr to cut the weeds at the key time for it to be effective.

Action Item: ***Newman – give seed to Linda Ulrich.***

5.6 Complaint Committee

5.6.1 Summary of complaint committee 3-6-19 meeting
The committee reviewed complaints and decided to write a second letter to the Dawsons. See 5.6.6 below.

5.6.2 Election complaint of Debbie Newby
Motion: Jerry motioned and John seconded to release to the complainants the election complaint response that Jerry wrote in February. **Motion carried** by roll call vote (10 in favor and 1 abstention – Newman).

5.6.3 Election complaint of Donna Lash Andersen
See 5.6.2 vote. Donna asked for a written response from the board to her document request.
Action Item: ***Charlotte – confer with Charlene to provide board response to Donna's document request.***

5.6.4 Complaint of Todd Mott
Mr. Mott received a reply from the DEQ that no regulations apply to the aviation fuel being stored on Sherwood's property and it appears no action had been taken on Sherwood's part.
Action Item: ***Dennis - call Seth about next steps with Sherwood.***

5.6.5 Complaint of John Anderson
See 5.6.4.

5.6.6 Complaint of John Carp
Joanna Dawson objected to the classification of her trailers as eyesores. These are equipment for her businesses and there is no other place to put them and there is no room for a fence. John countered that 4 or 5 of the vehicles hadn't moved and didn't seem to be working. Dennis asked Ms. Dawson to send a reply to the GLA's letter.

Next complaint committee meeting – Wednesday April 3, 2019.
Action Item: ***Jerry – give next committee meeting info to Charlotte to post.***

5.7 Governing Documents Committee

5.7.1 Summary of 2-20-19 meeting
Jerry reported that they didn't have quorum and no actions were taken.

5.7.2 Next meeting 3-19-19, 6pm at 17 Hesperus Lane

5.8 Legal Committee Report

5.8.1 NG 48-3 Ali update
Dennis signed a letter agreement between the GLA and Ansara Ali for a settlement of a bit over $21,000 in past due assessments. Negotiations were still underway with Mack for $7,000 - $8,000. The next round of collections was set to begin.

5.9 Election Committee Report

5.9.1 New Election and Voting Rules and Procedures vote
Motion: Charlotte motioned and Ken seconded that all questions regarding the proposed election procedures would be forwarded by Thursday to Dennis who would check for redundancies and then send to the attorney on Friday. **Motion carried unanimously** by voice vote.

6. Approve minutes: February 11, 2019 BOD General Meeting & Closed Session
Motion: Charlotte motioned and Ron seconded to approve the Feb 11, 2019 general & closed session meeting minutes. **Motion carried unanimously** by voice vote

7. Ombudsman Reports
Linda received calls from people asking about who could plow their driveways.

8. Finished Business

8.1 Email Votes

1. Feb 26 – Mar 12, 2019 **Motion:** Jerry motioned and Ken seconded that the board ask Seth Cunningham to take the next step and file for judgment against the Sherwoods for their non-compliance with the covenants by which we live. **Motion carried** (10 in

favor – Jerry, Ken, Dennis, Gerald, Kevin, Charlotte, Mark, Andrea, john, Richard; 1 abstention – Ron; didn't vote – Newman).

2. Feb 26- Mar 11, 2019 **Motion:** Jerry motioned and Ken seconded that the attached reply letter be approved for release to the two complainants – Debbie Newby and Donna Andersen. **Voting incomplete**. See 5.6.2.

9. Visiting Landowner Input Period

10 Adjournment

Meeting was adjourned at 10:15.

11. Next Board Meeting: April 8, 2019

12. Closed Session

Glastonbury Landowners Association, Inc.

Board of Directors – Meeting – *Final*

April 8, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis Riley at 7:01 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (by phone until 8:15), Mark Seaver (Treasurer by phone), Charlotte Mizzi (Secretary), Newman Brozovsky, John Carp, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, and Andrea Sedlak (by phone until 10:00).
   ABSENT: Ron Price
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Dean Andersen (by phone), Donna Andersen, Miriam Barker, Lisa Bush, Claudette Dirkers, Leo Keeler, Ben Mitchem, Debbie Newby, Valerie O'Connell (by phone), Linda Ulrich, Ia Williams.

2. **Set Agenda**
   Agenda order was shuffled to accommodate landowners attending for certain items only.

3. **Visiting Landowner Input Period**
   Landowners expressed concerns regarding the SG 39-E building project; the lack of quorum at that the Project Review Committee and waiver of it in order to meet; Project Review applications being forwarded to non-board committee members by Kevin instead of the administrative assistant; and the website not being current with board and committee meeting minutes and newsletters. Claudette Dirkers asked to postpone discussion of her complaint until she presented it to the Complaint Committee.

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**
   5.1 President's Report – DR
   5.2.1 Release of attorney-client privileged information to Election Committee
   Dennis reported that Kevin gave Seth's comments regarding the election process to the Election Committee without the board's awareness and agreement. Kevin explained he understood client-attorney privileged information to be court cases only and wasn't aware he needed the board's permission to send the information to the committee.

   Dennis asked the Project Review Committee to work within the rules set by the governing documents but to make the process easier.

   5.2 Project Review Committee Report – GD / KN
   5.2.1 SG 39-E Andersen addition, garage, shop, septic, drive
   Gerald stated that the setbacks were more than 50 feet; the height from street level was fewer than 30 feet, and the container would be placed where chicken coop currently was and neither container would be visible from the road. **Motion:** Gerald motioned and Ken seconded to approve the project with the standard conditions (obtain all necessary permits and reseed) as well as receipt of the whole DEQ approval form and project fees. **Motion carried unanimously** via voice vote.

   5.2.2 SG 85 Buice residence, septic & drive
   This property is a 20-acre tract. **Motion:** Gerald motioned and Richard seconded to approve the project with the standard conditions. **Motion carried** (10 in favor, 1 abstention – Kevin) by voice vote.

   5.2.3 SG 28-B Mitchem residence, septic, drive

Motion: Gerald motioned and Charlotte seconded to approve the project with the variance for a 25-foot setback due to difficult topography with the standard conditions. **Motion carried (**9 in favor; 2 opposed – Kevin and Jerry) by roll call vote.

5.2.4 SG 43-B Thompson home placement & drive

Motion: Gerald motioned and John seconded to approve the cabin placement project with the standard conditions. **Motion carried** (10 in favor, 1 abstention – Kevin) by voice vote.

5.2.5 SG 107 Brown/Ford residence, garage, septic, drive

This property is a 20-acre tract and doesn't require GLA septic oversight. Some drawings were not submitted and would be required before the board could vote to approve the project.

Action Item: ***Karleen – send form to landowners indicating the need for elevations with height and footprint drawings with dimensions from the contractor before the project would be approved.***

5.3 Treasurer's Reports - MS

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary March 2019

Motion: Mark motioned and Jerry seconded that if people fail to fulfill the terms of their payment plan by missing payments and then begin paying again, the existing plan would be amended to change the amount owed by adding the accrued interest and penalties and the final date of payment completion would stay the same, creating higher monthly payments. **Motion carried unanimously** by voice vote. **Motion:** Charlotte motioned and John seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.

5.4 Secretary's Report – CM

5.4.1 Sept & Oct BOD meeting dates

Motion: Charlotte motioned and Jerry seconded to move the October board meeting to the 7th from the 14th. **Motion carried unanimously** by voice vote.

Action Item: ***Project Review Committee chairs - change PRC meeting date to September 30th.***

5.4.2 Printer update

The printer drivers for the current operating system were installed. The scan feature still doesn't work from the printer but does work when initiated from the computer.

5.4.3 AA's projects – meeting minutes & liens

Work was done to create files of meeting minutes and all accompanying materials for 2016-2018. The next project would be to organize the liens by landowner name rather than by year.

5.4.4 PR – one person in charge of each project

Tabled.

5.4.5 LOs on PRC

Charlotte questioned indemnification of non-board member landowners on the Project Review Committee should the organization be sued regarding property rights issues.

Action Item: ***Charlotte - check with the attorney about the GLA's exposure in this situation.***

5.4.6 Sign Standards

The sign standards from 2003 were not clear and presented size limits that were not easily available today.
Action Item: ***Charlotte – prepare suggested revisions of the sign standards to present to the board at the May meeting.***

5.4.7 Previous sign motion
The previous motion regarding Drislane's sign was not clear. **Motion:** Charlotte motioned and John seconded to approve the request made by Dan Drislane for a sign 18"Wx24"H to be installed on the right of the entrance to Sunshine Place, approximately four to six feet behind the T-post with the mounted orange reflector. Sign shall be posted out of the road easement in a location that will not affect traffic safety or block road visibility and no closer than five feet from the road surface. **Motion carried unanimously** by voice vote.

5.4.8 Mailings – expand GLA email contact list
Motion: Charlotte motioned and John seconded to send a postcard to get people's email address for mailings if they want it. **Motion carried unanimously** by voice vote.

5.5 Road and Weed / Management Committee Report – JC / KH

5.5.1 Storm update: flooding, repairs, March cost
Last month's snowstorm followed by seasonally warm temperatures caused quite a bit of melt off with three areas flooding in North Glastonbury that caused significant damage to the roads. Standish put down gravel fill in a couple of places to make it safe for travel. Water ran down the west side of Lisa Bush's pasture and the Road Committee was monitoring the situation for erosion and water over the road. Ms. Bush alleged the GLA caused flooding on her property and was therefore responsible. She was claiming $26,000 in damages. According to the common enemy rule, the GLA was not responsible for water on property, rather its duty was to the road.
Action Item: John – ***send out to board the Standish invoice for work done in March regarding erosion and snowmelt issues.***

5.5.2 Spring maintenance: crack, chip sealing
John reported that the committee had received the first bid for crack & chip sealing Aries & Capricorn - $15,000 for crack sealing and $100,000 for chip sealing; they expected to have a second chip sealing bid from Knife River. They had also received an estimate for asphalt chip sealing over gravel for the Venus, Gemini and Taurus hills. The Billings contractor would charge $48,000 ($5,000 mobilization fee included) and guarantee the work for 25 years.

Regarding repairs to the large 12 ft x 12 ft asphalt upheaval at the top of the Capricorn hill, Chad came in, cut out the asphalt and compacted it with gravel. That has to be repaired along with the Kozlik pothole, which would be another big job. The committee would be getting estimates from Standish for these projects.

5.5.3 Mowing
Joanna Dawson was in the second year of her contract to mow and would be given more specific instructions for where to cut; areas that couldn't be cut with her tractor such as ditches and terrain that is too steep would be cut by hand.

5.5.4 Weed control
The committee decided to cut knapweed this year instead of spraying.

5.6 Complaint Committee – JL

5.6.1 Sherwood complaint from Todd Mott & John Anderson
Having exhausted all communication options, this issue had gone to Seth to get the Sherwoods to perform.

5.6.2 Dawsons by John Carp

The committee suggested trying to give them some ideas to help them begin to come into compliance such as removing inoperable vehicles. Because they have a commercial operation they are required to hide their equipment. Jerry had a draft letter that needed to be finalized.

5.6.3 Gerald Dubiel conflict of interest by Claudette Dirkers

Tabled until next complaint committee meeting.

Willie letter went out and the timeline it provided had expired.
Action Item: ***Karleen - send Dennis Willie's letter dated March 19 to forward to Seth.***

Next meeting May 1st at Liberty Hall at 7:00 pm.

5.7 Governing Documents Committee - JL

5.7.1 Unable to meet as quorum not met. Next meeting April 16, 2019, 6:00 pm, 17 Hesperus Lane

The next order of business was to work on changing the Covenants vote threshold.

5.8 Legal Committee Report – DR

5.8.1 Tyler's updates

Dennis shared that Ali's funds cleared. An offer was presented to Deborah Mack for $7,000 that didn't include this year's dues. Mary Eisvang offered a 2-year agreement regarding 64A&B in which she would pay a certain percent of the balance owed now (likely 30-40%) and then make a balloon payment no later than two years from now, presumably upon the sale of the property.
Action Item: ***Dennis – schedule Legal Committee meeting to discuss the above offers***.

5.8.2 Seth updates

Covered in 5.5.1 and 5.9.

5.8.3 Work with CUT on NG roads

Dennis reported that he had reinstituted contact with Sandra Schreyer and William Smith at the church but they were unable to meet until after Easter.
Action Item: ***Dennis - create a proposal to present to the church.***

5.9 Election Committee Report – DR / KN

5.9.1 Seth's opinion on proposed election procedures

The board planned to meet with Seth on April 16th to review his comments and ask questions.

5.9.2 2019 Election Process Proposal

Motion: Dennis motioned and Gerald seconded for the board to send out the new GLA Annual Election and Voting Rules Procedures for landowner 30-day review with the following two changes: 1. The first sentence in the definition for **Write-in Candidates** be changed FROM: "**Write-in candidates** who nominate themselves or are nominated by another individual after the nomination period, are solely responsible to inform members of their candidacy." TO: "**Write-in candidates** who declare themselves a candidate after the nomination period or are nominated from the floor at the Annual Meeting, are solely responsible to inform members of their candidacy." 2. The "Note" in the definition for **Voted Ballot** be changed FROM: "This follows state election law MCA 13-1-101(52)." TO: "The GLA Board has used its discretionary rule-making power under Bylaw Art. VI.B to adopt the State of Montana's definition of a voted ballot given in Mont. Code Ann. 13-1-101(52)." **Motion failed** (1 in favor – Kevin previously by email, 10 opposed) by roll call vote. In discussion, board members believed it was premature

to send the revised proposal out to the membership before the board had met with Seth.

6. **Approve minutes: March 11, 2019 BOD Meeting**
   Motion: Charlotte motioned and John seconded to approve the March 11, 2019 meeting minutes. **Motion carried unanimously** by voice vote
   Action Item: ***Karleen - send Ken final meeting minutes from this year.***

7. **Ombudsman Reports**
   Linda Ulrich reported that she had received comments from about ten people regarding their lack of trust in the board and in the election procedures.

8. **Finished Business**
   8.1 Email Votes
   1. Mar 13, 2019 **Motion:** Andrea motioned and Jerry seconded to send Seth a summary of the procedures used in the Nov 10, 2018 election. **Motion withdrawn** by Andrea.
   2. Mar 14, 2019 **Motion:** Andrea moved and John seconded to request permission from the Board of Directors to withdraw her motion to send Seth the summary of procedures used in November 2018. **Motion carried** (10 in favor – Andrea, John, Ron, Dennis, Richard, Gerald, Jerry, Charlotte, Mark, Ken; didn't vote – Kevin, Newman).

9. **Visiting Landowner Input Period**

10 **Adjournment**
   Meeting was adjourned at 10:32.

11. **Next Board Meeting: May 13, 2019**

12. **Closed Session (if needed)**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

May 13, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence (7:00 p.m.)**
   The meeting was called to order by Dennis Riley at 7:01 p.m.

   PRESENT: Dennis Riley (President), Charlotte Mizzi (Secretary), Newman Brozovsky, Gerald Dubiel, Ken Hurley, Richard Johnson and Andrea Sedlak.
   ABSENT: Kevin Newby (Vice President), Jerry Ladewig, Mark Seaver
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Aija Mara Accatino, Donna Andersen, Miriam Barker, Claudette Dirkers, Byron Kassing, Charlene Murphy, Debbie Newby; Eleanor Scheffelin, Linda Ulrich, Ron Wartman, Ia Williams.

2. **Set Agenda**
   Add 5.7.2 Attorney Updates

3. **Visiting Landowner Input Period**
   Linda Ulrich indicated many people didn't get the NG board opening mailings; Miriam reported a problem with somebody running a 4-wheeler up Arcturus all afternoon. The suggestion was made to draw up guidelines for residential property owners.
   Action Item: ***Board members - send ideas to Dennis for him to put a letter together.***

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**
   - **5.1 President's Report – DR**
     - **5.1.1 Petition for Special Meeting of the Members re: election procedures**
       A special meeting of the members was tentatively scheduled for Monday evening July 22; a letter announcing the meeting was to be sent to the members by June 14th.
       Action Item: ***Election Committee – put together the non-revocation of votes position by June 10th.***
       Action Item: ***Andrea – put together the revocation of votes position by June 10th***.
     - **5.1.2 FWP bear awareness**
       Motion: Ken motioned and Charlotte seconded to put the Fish Wildlife and Parks announcement regarding bears on the GLA website. **Motion carried unanimously.**
       Action Item: ***Charlotte – ask Ken Haug or Edward Anderson if willing to do computer work for the GLA.***
   - **5.2 Project Review Committee Report – GD**
     - **5.2.1 NG 43-2 Wartman RV storage**
       Motion: Gerald motioned and Richard seconded to approve Wartman's RV storage project with the standard conditions. **Motion carried unanimously** (7 in favor) by voice vote
     - **5.2.2 NG 47-C Himmelspach pole barn, lean to shelter**
       Withdrawn by Himmelspach
     - **5.2.3 SG 28-A Kassing residence, garage, septic, drive**
       Motion: Gerald motioned and Ken seconded to approve Kassing's residence, garage, septic and driveway project with the standard conditions. **Motion carried unanimously** (7 in favor) by voice vote.
   - **5.3 Secretary's Report – CM**
     - **5.3.1 Three mailings**
       Charlotte reported that the association sent out three postcard mailings – 1. To inform the members of the switch to email mailings and to ask them to send us their email address; 2. To announce to NG members the resignation of John Carp and Ron

Price from the board and solicite nominations by June's meeting; 3. A survey of the members regarding election procedures and voting by email.

5.4 Road and Weed / Management Committee Report – KH

5.4.1 Spring maintenance update

According to the original schedule, Standish completed South's spring maintenance in April including the application of an additional 1,500 feet of mag chloride on Arcturus and 1,000 feet on Hercules. North's spring maintenance was to commence soon thereafter. The mag chloride application on the three hills was deferred until fall. The Road Committee received a number of proposals for crack sealing the paved roads and chose Wharton Asphalt at a cost of about $15,000. Richard asked for mag chloride to be applied on Capricorn between Gemini and Venus; Both Linda Ulrich and Dennis had reseeded.

Action Item: ***Newman - help us figure out where to put the remaining seed and give it to Linda to sow.***

5.5 Complaint Committee – NB

5.5.1 Dawson

The committee sent another letter to the Dawsons to provide suggestions and asked for their input, trying to work with them to minimize the eyesores.

5.5.2 Sherwood

The GLA's attorney filed an action but the case hadn't been dealt with yet.

5.5.3 Willie

Seth had written a demand letter to Mt. Willie because money was due for his project and that is covered under debt law.

5.5.4 Dubiel

Motion: Newman motioned and Charlotte seconded that the board require Gerald to recuse himself from votes and discussion as well as visiting the property for inspection regarding Mr. Stone; and that the board dismiss this complaint; **Motion carried** (6 in favor, 1 recusal – Gerald) by roll call vote.

5.5.5 Next meeting June 4, 7 pm Liberty Hall in NG

5.5.6 No meeting in July

5.6 Governing Documents Committee - AS

5.6.1 Update

Andrea reported that the committee was reviewing the bylaws and previous committee outlines as well as current committee thoughts of what needed to be changed. They missed two meetings because of a lack of quorum.

5.6.2 Next meeting May 21, 7 pm at 12 Kenton Lane, SG

5.7 Legal Committee Report – DR

5.7.1 Update re: meeting with CUT

Dennis reinitiated discussions with CUT regarding the exchange of easements on Sirius and Aries but they hadn't yet rescheduled with him.

5.7.2 Attorney Update

Tyler Mullowney: **T**he MT Supreme Court declined to hear the Stone case and sent it back to Judge Gilbert. The GLA filed a motion for dismissal of his appeal. The judge granted judgments against Backer and Lannes, and negotiated settlements were expected with Eisvang & Mack.

Seth Cunningham: Working on Sherwood and Willie cases.

Alanah Griffith: With regard to the O'Connell case, the Supreme Court sent it back to the county. The next step would be to file for foreclosure.

6. Approve minutes: April 8, 2019 BOD Meeting and April 16, 2019 Closed Session.

Motion: Ken motioned and Charlotte seconded to approve the April 8th, 2019 meeting minutes. **Motion carried unanimously** by voice vote. **Motion**: Charlotte motioned and Gerald seconded to accept the April 16th closed meeting minutes. **Motion carried unanimously** by voice vote.

7. Ombudsman Reports

Linda Ulrich reiterated the need for more information to be given to landowners regarding the proposed voting procedures and the need to maintain confidentiality in the voting process; and landowners were grateful for the reseeding being done.

8. Finished Business

8.1 Email Votes

1. Vote to send Andrea's letter and postcard survey regarding election procedures and voting by email to landowners
   April 19-21, 2019 **Motion:** Andrea moved and Jerry seconded that the Board send the attached letter and postcard to all landowners. **Motion carried unanimously.**

2. Vote to send the procedures drafted by the Election Committee along with Andrea's letter & postcard survey
   April 23, 2019 **Motion:** Dennis moved and Kevin seconded that the attached proposed election procedures be included with the mailing of the two questions to the membership. **Motion failed** (3 in favor – Dennis, Kevin, Richard; 5 opposed – Andrea, Charlotte, Mark, Jerry, Newman; 2 didn't vote – Ken, Gerald).

3. April 23, 2019 **Motion:** Jerry motioned to approve and mail the attached letter of notice to Chad & Lindsey Stone regarding a recently installed unapproved shed. **Motion failed** due to letter wording being contradictory to GLA policy.

4. Vote to send a letter to Mueller and Roskind inquiring about a hooked up camping trailer that appeared to be lived in on the property
   April 23, 2019 **Motion:** Jerry motioned that we send this letter, or a version of it, to the owners of SG 47. **Motion failed** for lack of a second and incorrect information (6 in favor – Jerry, Dennis, Richard, Gerald, Ken, Kevin; 2 changed votes from yes to no – Mark, Andrea).

5. Amended motion and vote to send the aforementioned letter only to Roskind
   April 23-24, 2019 **Amended Motion:** Andrea amended Jerry's motion and Kevin seconded to send the letter only to Roskind unless it can be proven that Mr. Mueller still has ownership in the property. (2 in favor – Kevin, Andrea)

6. Vote to send the aforementioned letter only to Roskind
   April 23-24, 2019 **Motion:** Jerry moved and Andrea seconded to send the attached letter to Ms. Roskind of SG 47. **Motion stalled** (5 in favor –Andrea, Gerald, Dennis, Kevin, Mark; 5 didn't vote – Jerry, Richard, Ken, Charlotte, Newman).

7. May 5-6, 2019 **Motion:** Andrea moved and Charlotte seconded that the GLA send a CORRECTED survey postcard with an explanatory letter as soon as possible. **Motion carried unanimously** (10 in favor).

8. Same Roskind letter, new vote
   May 8-9, 2019 **Motion:** Jerry moved and Andrea seconded to send the attached letter to Ms. Roskind of SG 47. **Motion carried** (9 in favor – Jerry, Andrea, Charlotte, Dennis, Kevin, Ken, Mark, Gerald, Richard; 1 didn't vote – Newman).

Vote to

9. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

Debbie Newby asked for the email motions to be more specific; Ron Wartman asked about the building on Rebecca Thompson's property.

10 Adjournment

Meeting was adjourned at 8:50.

11. Next Board Meeting: June 10, 2019

12. Closed Session (if needed)

Glastonbury Landowners Association, Inc.

Board of Directors Meeting – *Final*

June 10, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**

   The meeting was called to order by Dennis Riley at 7:02 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer), Charlotte Mizzi (Secretary), Newman Brozovsky, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, and Andrea Sedlak.
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Aija Mara Accatino, Donna Andersen, Miriam Barker, Claudette Dirkers, Sabrina Hanan, Charlene Murphy, Debbie Newby, Eleanor Scheffelin, Les Seago, Linda Ulrich, Ron Wartman, Ia Williams.

2. **Commence Special Meeting - DR**

   2.1 New board member selection

   1. **Term ending December 2020**
      Claudette Dirkers read the bio she had sent the board late that afternoon, asking to be considered for the position ending in 2020 and answered questions from the board.

   2. **Term ending December 2019**
      Ron Wartman asked to be considered for the position ending in 2019 and gave a summary of his experience.

      The board voted for the two candidates at the same time. Ron received nine votes and Claudette received four, which was not a majority of the board members. Therefore only the 2019 position was filled. **Motion:** Mark motioned and Ken seconded that if the second position wasn't filled at a board meeting by October, it would be added to the open positions to be filled at the annual meeting. **Motion carried unanimously.**

3. **Commence Regular Monthly Board Meeting - DR**

   Ron took a seat at the board table and Dennis called the regular meeting to order at 7:37 p.m.

4. **Set Agenda**

5. **Visiting Landowner Input Period**

   Sabrina Hanan of NG 55-C asked the board for permission for her horse to graze the 16-acre open space in North. **Motion:** Ken motioned and Charlotte seconded to allow Ms. Hanan's horses to graze the 16-acre open space in North Glastonbury. **Motion carried unanimously.** Ms. Hanan also reported an issue with weeds in the cul-de-sac entering the Emigrant Vista subdivision where she lives; she is paying someone to spray them but her neighbor doesn't prefer that method of eradication. The board gave suggestions for ways she might handle the issue but noted it was a landowner to landowner matter and not in the GLA's jurisdiction.

6. **UNFINISHED BUSINESS**

7. **Officer and Committee Reports**

   7.1 President's Report – DR

   7.2 Project Review Committee Report – GD

   7.2.1 SG 40-D Seago residence, septic, driveway
   Gerald and Richard visited the site. Gerald reported that the setbacks were met, the height was less than 30 feet and the DEQ was approved**. Motion:** Gerald motioned and Andrea seconded to approve the project with the standard conditions and that he pay the monies owed. **Motion carried unanimously** (11 in favor) by voice vote.

   7.2.2 Dried-in assessments process

Motion: Charlotte motioned and Gerald seconded to attach at the time a project is approved the criteria of a dried-in building, and when it is dried-in to send a letter with the president's signature saying the Project Review Committee has determined the residence is dried-in and the landowner will now begin receiving a dwelling assessment. **Motion carried unanimously** by voice vote.
Action Item: ***Karleen – add notice of added assessment when residence is dried-in and definition of dried-in to the project approval form.***
Action Item: ***Kevin – create letter stating PRC had determined residence dried-in.***

7.3 Treasurer's Reports - MS

7.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary May 2019

Motion: Charlotte motioned and Andrea seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.

7.4 Secretary's Report – CM

7.4.1 Survey mailing results

Andrea explained the reason for two survey mailings, the tabulation process and the results.

7.4.2 Newsletter

Charlotte asked board members for articles for a June newsletter, perhaps about the roads, results of mag chloride applications, ATV issues, and solicitations for gravel donations (already submitted by Ken).
Action Item: ***Mark – forward to Charlotte & Karleen the FWP article about bear awareness.***
Action Item: ***Dennis – submit article regarding the money received this year from back assessments.***

7.5 Road and Weed / Management Committee Report – KH

7.5.1 Status of spring maintenance

Ken reported that the Road and Weed Committee voted to change the committee's name to Road Committee.

1. **South Glastonbury**
   The committee received an invoice from Standish and some of the contracted items were not done; the original proposal that Dennis approved totaled $22,100 for gravel road maintenance in South; the invoice was for $11,235; the original contract for mag chloride application was for $4240, the bill was for $7,279; $2,000 of that was for prepping the road to accept the mag chloride application; the committee needed to determine how to assign that cost; 825 ft more mag chloride was put on Arcturus and 150 ft more on Hercules to carry the application around the corner; Standish was expected to return to finish the job and to fix Leo (see 9. Miriam Barker's Ombudsman Report).

2. **North Glastonbury gravel roads**
   Some work was done on Aries, Gemini and Orion.

3. **North Glastonbury paved roads**
   A contract was signed with Wharton Asphalt to do crack sealing; the committee was waiting for the scheduling of the contractor.

Linda Ulrich was given half a bag of seed but because of weather issues, she hadn't sown it; she might wait until fall.

7.6 Complaint Committee – JL

7.6.1 Tom Willie

Mr. Willie did not accept the certified letter sent by the attorney. A letter was also sent by regular mail and that was not returned. Donna Andersen stated the building

was much larger than what Mr. Willie said it would be and he likely would owe quite a bit more in fees.
Action Item: ***Dennis – look at letter Seth wrote to see if wording is "to come into compliance" not just pay fees.***
Action Item: ***Dennis will arrange meeting with Seth regarding a site inspection of Willie's building.***

7.6.2 Robert Sherwood

The process server had not been able to find Mr. Sherwood; a male answered the door saying the Sherwoods hadn't lived there for three months. Mark indicated he had talked with Mr. Sherwood several times this year.
Action Item - ***Dennis to talk with Seth about finding Mr. Sherwood so he can be served.***

7.6.3 Herb & Joanna Dawson

Jerry reported that the number of vehicles on Dawson's property was back up to 17. **Motion:** Jerry motioned & Kevin seconded to have the attorney send a letter to the Dawsons asking them to correct the problem in 30 days. **Motion carried** (10 in favor, 1 recusal – Charlotte). Discussion involved the question of whether there is a conflict of interest because Joanna works for the GLA.

The complaint committee was not scheduled to meet in July.

7.7 Governing Documents Committee - JL

7.7.1 Status update

Ken incorporated all bylaws amendments into the text; the complete bylaws were put on the website. The committee decided to just stick with the bylaws to clean up typos; simplify wording; remove passages to free the GLA of responsibility for enforcing state laws and county ordinances and write language to separate proxy and representative. The next meeting was to be held June 19 at 8 Pegasus Way at 6:00 pm.

7.8 Legal Committee Report – DR

7.8.1 Update Willie, Stone, Lannes & Backer

Regarding Mr. Willie, see 7.6.1 above. The Montana Supreme Court dismissed Chad Stone's counterclaim against individual board members; the next step would be for the board to decide if they want to go for a legal judgment against him. Lannes ($12,995.63 in arrears) and Backer ($12,236.58 in arrears) have judgments against them; the next step would be to foreclose on them, which would be a forced sale from which the GLA would receive its money. **Motion:** Mark moved and Jerry seconded that the GLA proceed to collect on these two judgments. **Motion carried unanimously** by voice vote.
Action Item: ***Dennis – contact Tyler regarding proceeding with the foreclosures.***

7.8.2 Update O'Connells

The Montana State Supreme Court threw out the O'Connell's appeal of the vexatious litigant.

7.9 Election

A special meeting of the members was scheduled on July 22 for landowners to discuss whether the GLA should allow the revocation of votes;
Action Item: ***Charlene for the election committee and Andrea – create information sheets to send out to landowners regarding the two different positions.***
Action Item: ***Karleen - write cover letter for the packet.***
Action Item: ***Karleen copy and deliver all items to Charlotte by Monday. in mail Wed,***
Action Item: ***Charlotte – set up collation and stuffing event for Wednesday the 19th in Liberty Hall at 10:00 a.m.***

8. Approve minutes: May 13, 2019

Motion: Charlotte motioned and Kevin seconded to approve the May 2019 meeting minutes. **Motion carried** by voice vote (9 in favor, 2 abstained - Ron & Mark).

9. **Ombudsman Reports**
   Linda Ulrich reported that she had been recommending that people to pull up weeds.
   Miriam Barker reported that Chad Standish put gravel down in the middle of the road (Leo) and was spreading it when he was called to do something else. He didn't finish the job. The plan was to fix it after Thompson's house was moved in so the work only had to be done once.
   Action Item: ***Ken – call Standish for timeline for fixing Leo.***

10. **Visiting Landowner Input Period**

11. **Adjournment**
    Meeting was adjourned at 9:23.

12. **Next Board Meeting: July 8, 2019 (cancelled); August 12, 2019**

13. **Closed Session (if needed)**

Glastonbury Landowners Association, Inc.

Special Meeting of the Members
Meeting Minutes - ***Final***
July 22, 2019

1. **Sign-In**

2. **Meeting Commencement**
   The meeting was called to order by Dennis Riley at 6:03 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer by phone), Charlotte Mizzi (Secretary), Newman Brozovsky (by phone), Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig (by phone), and Andrea Sedlak (by phone)
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Miriam Barker, Tim Brockett, Chris Brookhart, Claudette Dirkers, Dave Hink, Leo Keeler, Norman Kwiecien, Majorie Lombard, Fred Morsell, Debbie Newby, Erin Peters, Frances Ragsdale, Ron Wartman.

3. **Proof of Notice of Meeting**
   Proof of notice of meeting was satisfied by the June 19th mailing.

4. **Purpose of Meeting and Ground Rules for Meeting**
   Dennis presented the order of presentations and landowner discussion.

5. **Election Committee Proposed Procedure**
   Kevin submitted the Election Committee's proposed procedure and read Charlene's comments that both do not favor recasting votes or email voting.

6. **Alternate Proposed Procedure**
   Andrea gave an alternate procedure that would allow for recasting of votes in the event of a ballot change and with strict parameters for doing so.

7. **Summary of Survey Results**
   Andrea explained the survey process and summarized the results.

8. **Landowner Input and Questions**
   The majority of landowners present were not in favor of recasting ballots; suggested adding whatever procedure adopted to the bylaws; believed the alternate procedure would discriminate against anyone who hadn't previously registered their email address with the association; and offered the suggestion that in the case of a changed ballot, every landowner receive the same information by the exact same means.

9. **Meeting Adjournment**
   The meeting was adjourned at 7:28 pm

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting Minutes – *Final*

July 22, 2019 – After Member Meeting

1. **Call to Order 7:29**
   The meeting was called to order by Dennis Riley at 7:29 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer by phone), Charlotte Mizzi (Secretary), Newman Brozovsky (by phone), Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig (by phone), and Andrea Sedlak (by phone)
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Miriam Barker, Tim Brockett, Chris Brookhart, Claudette Dirkers, Dave Hink (left mtg early), Leo Keeler (left mtg early), Norman Kwiecien, Majorie Lombard, Fred Morsell, Debbie Newby, Erin Peters, Frances Ragsdale, Ron Wartman.

2. **Commence Special Meeting**
   - **2.1 Discuss two election procedures**
     Discussed in special member meeting
   - **2.2 Discuss email voting**
     Discussed in special member meeting

3. **Board vote**
   Board members clarified exactly what they were voting on – revoke or not revoke ballots and then the procedure.
   - **3.1 Election Procedure**
     Motion: Kevin moved and Ken seconded that the Board not allow revocation of votes. **Motion failed** (4 in favor – Dennis, Kevin, Richard, Ken; 6 opposed – Andrea, Mark, Charlotte, Jerry, Gerald, Newman).
     Motion: Andrea moved and Charlotte seconded that the board adopt procedures that allow for revocation. **Motion carried** (6 in favor – Newman, Gerald, Jerry, Charlotte, Mark, Andrea; 4 opposed – Ken, Richard, Kevin, Dennis).

     Kevin and Debbie Newby resigned from the election committee.

     Motion: Charlotte moved and Mark seconded that Andrea & Charlotte be appointed by this board to the election committee. **Motion carried** (9 in favor; 1 opposed – Kevin).

     Election Committee members - Dennis, Charlotte, Andrea, Claudette Dirkers, Leo Keeler, Charlene Murphy – would create an election procedure that would allow for the revocation of ballots. Dennis indicated the committee chair(s) would be decided upon by the committee during their first meeting.

     Action Item: ***Dennis to contact Seth re: whether the new election procedures would need to go out first to landowners for 30-day review before being implemented given the amount of input the board had already sought and received.***
   - **3.2 Email voting**

4. **Adjournment**
   Dennis adjourned the meeting at 7:50.

6. **Next Board Meeting: August 12, 2019 at Emigrant Hall**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting - *Final*

August 12, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis Riley at 7:00 p.m.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer, by phone), Charlotte Mizzi (Secretary), Newman Brozovsky, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, and Andrea Sedlak (by phone).
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Miriam Barker, Tim Brockett, Yvonne Buck (on phone), Claudette Dirkers, Leo Keeler, Debbie Newby, Alisha Roskind, Don Taylor, Linda Ulrich, Ia Williams.

2. **Set Agenda**
   Add 12.3 Hornack Settlement Offer.

3. **Visiting Landowner Input Period**
   Linda Ulrich - email voting too selective not confidential enough for privacy concerns, may break governing documents, detrimental to LOs for various and numerous reasons; Ia Williams– concerned about using the word "alleged" on the agenda regarding the Johnson's subdivision and believed it was a way for the board to dismiss complaints; everyone crossed out "alleged" from the agenda; Donna Andersen – the subdivision was a matter of public record; Tim Brockett asked a number of questions regarding the 2018 issues with Goldmeyer Creek, an Army Corps of Engineers violation letter to Walter Wunsch, and the 310 permit to move Goldmeyer Creek because of a road conflict; Dennis presented the facts regarding the issue up to that point as far as he knew;
   Action Item: ***Dennis - follow-up with the Corps of Engineers and the county regarding the status of the Goldmeyer Creek issue.***

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**
   5.1 President's Report
   5.1.1 Policy/procedure for board email vote
   Board email voting had become inconsistent in the way it was handled.
   Action Item: ***Ken and Charlotte to work on a policy and procedure for board email voting.***

   5.2 Project Review Committee Report
   5.2.1 NG 29-C Taylor driveway
   Kevin reported the setbacks were met for the pads that were intended to be the foundations of a house and garage in the future; driveway access was through an easement across the neighboring property. **Motion:** Kevin motioned and Richard seconded to approve the project with a 12 ft. driveway and reseeding as well as the installation of a 12" culvert by the access point. **Amended motion:** Kevin motioned and Richard seconded to accept NG 29-C's new driveway across 29-B, the entrance off Capricorn with 10" culvert and to reseed all land not being used by the driveway. **Amended motion carried unanimously** by voice vote.

   5.2.2 SG 83 Kassing garage addition
   Gerald and Richard reported that the addition would be built alongside the existing garage and it was more than 50 ft to the boundary at Sagittarius Skyway**. Motion:** Gerald motioned and Richard seconded to approve the project with the condition that disturbed land be reseeded upon completion. **Motion carried unanimously** (10 in favor) by voice vote.
   5.2.3 Should driveway standards be met/upgraded when new projects are approved?

The board discussed whether to suggest or require grandfathered driveways be upgraded at the time of a new project. Consensus was that driveways constructed before the Master Plan could not be required to change but the board could recommend the upgrade as part of the conditions of the new project approval.

5.2.4 NG 8A-2 & 3 E & R Properties subdivision

Gerald spoke with Edwin Johnson who informed him that his subdivision was court ordered. Discussion centered on whether this was a second subdivision, the need to research the issue at the county, or to receive a copy of the court order from the Johnson's.

Action Item: ***Gerald – contact Edwin for a copy of the court order or have him fill out a project review application.***

5.3 Treasurer's Reports - MS

5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary July 2019

Motion: Mark moved and Jerry seconded to take $30,000 from the general savings account and to put $15,000 to the NG road reserve and $15,000 to the SG road reserve. **Motion carried unanimously** by voice vote.

Motion: Andrea moved and Charlotte seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.

5.3.2 Small assessment statement balances

Mark informed the board that people who owed less than a $1 didn't receive assessment statements in July; he explained the disconnect between the covenant with the extra 30-day leeway for new charges and the end of the billing month deadline for any carryover balances to not receive added interest and penalties; although October statements would be sent to all landowners with balances of any amount, he would not send interim statements for balances of less than $5.

The board had received a letter from Mr. Sherwood detailing accidents and ill health in the previous several months that prevented him from fulfilling the requirements of his payment plan. **Motion:** Mark motioned and Kevin seconded to extend Robert Sherwood's payment period by four months with no additional interest and penalties. **Motion carried** by voice vote (9 in favor; 1 opposed – Jerry).

Mark reported that the GLA attorneys were moving to foreclose on two properties.

5.3.3 NG 29-C Taylor's assessment interest & penalty

Mark explained that the Taylors didn't receive assessment statements during the first two quarters. **Motion:** Mark moved and Charlotte seconded to rescind interest and penalties accrued during the first half of the year on NG 29-C. **Motion carried unanimously** by voice vote.

5.4 Secretary's Report – CM

5.4.1 Yvonne Buck potential assisted living house, # of employees

Yvonne Buck inquired about the possibility of buying a house in Glastonbury that would be used for a small assisted living facility, which she believed would be an asset to the community by keeping residents close to family and friends as well as being better able to accommodate individual needs. The house would be a single-family residence with one kitchen and a number of bedrooms. Seven employees would be required to run the facility. The board discussed that such a facility didn't fit within the framework of the GLA's governing documents that allow for a cottage industry with up to three employees and light manufacturing with a maximum of seven employees; the strict codes and licensure of such facilities that the GLA would need to verify she had met the requirements of; and the fact that the board could grant a variance to the type of business and number of employees.

Action Item: ***Yvonne Buck – submit a written proposal to the board regarding the property being considered and the plan for the facility, including number of employees needed.***

5.4.2 Newsletter

Motion: Kevin motioned and Ken seconded to send a newsletter out via email and postal mail. **Motion carried unanimously** by voice vote.
Action Item: ***Board send articles to Karleen by 9/13.***
Action Item: ***Karleen - remind board members by September 3rd to submit articles; send newsletter out by September 27th.***

5.4.3 Dec BOD mtg date

Discussion ensued regarding the December board meeting being the Monday after Thanksgiving week. **Motion:** Charlotte moved and Ken seconded that the board change the December 2nd board meeting to December 9th. **Motion carried unanimously** by voice vote.

5.5 Road / Management Committee Report

5.5.1 Spring maintenance wrap-up

Ken reported that the spring maintenance work had been completed; only half of what was requested was done in South and the bill reflected that; the North Glastonbury invoice was $19,000 but there were discrepancies between the work orders and what was finished; Chad eventually fixed those areas.

5.5.2 Road repairs

Ken reported that the committee had received bids from Chad Standish for asphalt repair on Capricorn where water had pooled last winter; the committee wasn't unified in whether to raise the road by the Sandoval property or if that would just move the water to somewhere else; the next Road Committee meeting was scheduled for Thursday the 15th and the above issues were to be on the agenda as well as Brookhart's issue and the question of when and why a flooding road is a road committee problem.

Joanna Dawson completed most of the agreed upon work in North Glastonbury but hadn't done anything in South.
Action Item: ***Ken – ask Joanna to detail on the invoice the work finished.***
Action Item: ***Karleen – forward bills to the committees.***
Action Item: Ken – ***contact Debbie Newby to let her know when the mowing of Arcturus would be done.***

5.6 Complaint Committee

5.6.1 Tom & Christy Willie building

The Complaint Committee tried to find Mr. Willie to inform him of what he would need to do to come into compliance but he refused their certified letter. **Motion:** Jerry motioned & Andrea seconded to close this issue as a complaint and send it to the legal committee to handle. **Motion carried unanimously** by voice vote.

5.6.2 Herb & Joanna Dawson unsightliness

The Dawsons hadn't responded to letters sent to them regarding property unsightliness other than when Joanna came to the board meeting. **Motion:** Andrea moved and Jerry seconded to find Mr. Dawson in violation of the covenants and to authorize a notification letter be sent to him. **Motion carried unanimously** by voice vote.
Action Item: ***Jerry – draft a letter to be signed by Dennis telling the Dawsons they're not in good standing and therefore can't vote or submit a project application.***

5.6.3 Robert Sherwood nuisance & eyesore

Jerry reported that the committee was trying to find Mr. Sherwood to let him know that he's facing a court date.
Action Item: ***Karleen - send Jerry the date of Sherwood's latest letter.***

Action Item: ***Karleen – shred all medical records sent to us by Sherwood.***

5.7 Governing Documents Committee - JL

5.7.1 Update on status to incorporate amendments into Bylaws

After final board approval of the proposed election procedures that were going out for landowner 30-day review, the Governing Documents Committee planned to add them to the bylaws along with other proposed changes that would be put before the members for review and a vote in 2020.

5.8 Legal Committee Report – DR

5.8.1 O'Connell case updates

The Montana Supreme Court rejected the O'Connell's appeal of their vexatious litigant status.

5.9 Election Committee Report – DR

5.9.1 Vote for Andrea to be co-chair

Motion: Newman motioned and Charlotte seconded to nominate Andrea as co-chair of the Election Committee. **Motion carried** by voice vote (9 in favor; 1 abstention – Andrea).

5.9.2 2019 proposed election procedures

Motion: Andrea moved and Charlotte seconded that the board approve these proposed procedures to go out for 30-day review. **Amended motion** – Andrea moved and Charlotte seconded to add to her previous motion that the procedures be sent simultaneously to Seth. **Motion carried** by voice vote (8 in favor; 2 opposed – Kevin & Ken).

5.9.3 Documents to be sent in nomination election mailing

It was noted that the North Glastonbury documents included the addition of a fourth opening that would be a one-year term. **Motion:** Charlotte moved and Jerry seconded that the board accept all nomination documents with one edit - removing the middle signature line on the nomination form, leaving one on front and one on back as indicated in yellow. **Motion carried unanimously** by voice vote.

6. Approve minutes: June 10, 2019 BOD Meeting; July 22, 2019 Special Meeting of Members & Special Board of Directors Meeting.
Motion: Charlotte motioned and Jerry seconded to approve the June 10 & July 22 2019 meeting minutes. **Amended Motion:** Charlotte motioned and Jerry seconded to accept the June 10, July 22 Special Meeting of the Members and July 22 Special Meeting of the Board meeting minutes. **Motion carried unanimously** by voice vote.

7. Ombudsman Reports

Linda had a call from a landowner about overgrown thistle on a neighboring lot. She contacted that person but hasn't heard back.

8. Finished Business

8.1 Email Votes

1. Vote to hold the special meeting at 6:00 pm
   June 12-14, 2019 **Motion:** Kevin motioned and Gerald seconded to have the Special Meeting on July 22 at 6:00 p.m. **Motion carried** (8 In favor – Kevin, Gerald, Andrea, Charlotte, Ken, Dennis, Jerry, Richard; Did not vote – Newman, Mark).

2. June 24, 2019 **Motion:** Charlotte moved that any people interested in filling the vacant positions for NG on the board need to let us know by the August meeting. Discussion. **Restated motion:** If the two open NG positions are not filled at the August board meeting, then those positions will be announced, along with the normal three, to the NG membership as open seats in the September nominations mailing to be filled at the annual meeting. Discussion. **Motion stalled** – one of the open positions is already slated to be refilled at the November election so there would only be four open positions on the ballot not five; bylaws state that the board shall fill open positions

therefore even if members vote someone in for the position that expires in 2020, the board still has to approve that candidate; Dennis sent the issue to Seth for an opinion.

3. June 29-July 4, 2019 **Motion:** Andrea motioned and Ken seconded that the board must view and approve by vote all materials that are to be sent to the full membership. **Motion carried** (7 in favor – Andrea, Mark, Ken, Richard, Dennis, Gerald, Kevin (changed vote from no to yes); 2 opposed – Jerry, Charlotte; 1 didn't vote – Newman).

4. Related to #3
   June 29, 2019 Charlotte's recommendation to amend Andrea's motion for Jerry to edit correspondence along with Dennis and Charlotte. No amendment was offered.

5. Related to #3
   June 29, 2019 **Motion:** Jerry motioned that a minimum of four board members must review material before it goes to final copy. **No second.** New motion cannot be submitted until a vote is completed on the original motion.

6. July 1-12, 2019 **Motion:** Jerry motioned and Mark seconded that the board approve the attached letter to resolve the June 14, 2019 complaint by D. Newby. **Motion carried** (7 in favor – Jerry, Mark, Dennis, Andrea, Ken, Newman, Richard; 1 opposed – Kevin; 1 abstention – Charlotte; 1 didn't vote - Gerald).

7. July 6-8, 2019 **Motion:** Andrea moved and Charlotte seconded that the board approve this dried-in letter with the alternative wording usage depending on whether it is before or after the 15th of the assessment month. **Motion carried unanimously** (10 BOD).

8. Aug 1-3, 2019 **Motion:** Pursuant to the second amendment to the Bylaws, voted upon by the members on April 14, 2014 and adopted by the Board of Directors at their monthly meeting on June 9, 2014 that allows for email to be used as a method of communication and notice with members for the purpose of saving time and money, simplifying and streamlining procedures as well as utilizing the conveniences provided by modern technology, and

   Whereas the GLA accepts faxed ballots from landowners for annual elections and other member votes, such as changes to the governing documents, and

   Whereas a survey of the members conducted in the spring of 2019 that asked landowners whether the GLA should allow email voting indicated members were in favor of it by a margin of almost 2.5 to 1,

   Charlotte moved and Jerry seconded that the board allow landowners to vote by email in all circumstances and situations requiring a member vote. **Motion carried** (8 in favor – Charlotte, Jerry, Dennis, Andrea, Mark, Gerald, Richard, Newman; 1 opposed – Kevin; 1 didn't vote - Ken).

9. Visiting Landowner Input Period

10 Adjournment
Meeting was adjourned at 10:08.

11. Next Board Meeting: September 9, 2019

12. Closed Session open at 10:13
The closed session was called to order by Dennis Riley at 10:13.

12.1 Legal issue vote
Motion: Kevin moved and Charlotte seconded to follow Alanah's advice. **Motion carried unanimously** by voice vote.

12.3 Hornack Settlement offer
Motion: Mark moved and Charlotte seconded to accept Hornack's offer. **Motion carried unanimously** by voice vote.

12.2 Employee's issues

Motion: Kevin moved and Newman seconded that Project Review applications sent to non-board committee members were to have personal information including phone number(s), signature(s), assessment fees owed, floor plans, etc. redacted. **Motion carried** (9 in favor; 1 opposed – Kevin).

Meeting adjourned – 11:05

Glastonbury Landowners Association, Inc.

Board of Directors Meeting – *Final*

September 9, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**

   The meeting was called to order by Dennis Riley at 7:00 p.m.

   N.B. Only the last 20 minutes of this meeting was audio recorded.

   PRESENT: Dennis Riley (President), Mark Seaver (Treasurer, by phone), Newman Brozovsky, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, and Andrea Sedlak (by phone).
   ABSENT: Charlotte Mizzi (Secretary), Kevin Newby (Vice President).
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Wyatt Adler & Cheyenne Bray, Miriam Barker, Chris Desborough, Claudette Dirkers, Sharon Johnson; Linda Ulrich, Jewel Wieczorek (left at 7:30).

2. **Set Agenda**

3. **Visiting Landowner Input Period**

4. **UNFINISHED BUSINESS**

5. **Officer and Committee Reports**

   5.1 President's Report – DR

   5.2.1 Identification of callers on conference calls

   Board meetings are private and the board has the option of not allowing non-members to participate. There have been breaches in the past and to avoid having them in the future people who call in to the conference call need to identify themselves. **Motion:** Andrea moved and Jerry seconded that people calling from any number that is not recognized on caller ID will be requested to identify themselves, and for them to be disconnected if they refuse to do so. **Motion carried unanimously** (8 in favor) by voice vote.

   5.2.2 Treasurer to send invoices to committees

   Tabled.
   Action Item: ***Dennis to talk to Charlotte about this.***

   5.2 Project Review Committee Report – GD / KN

   5.2.1 NG 54-E Desborough garage & driveway extension

   Motion: Gerald motioned and Ken seconded to approve the project with the condition that disturbed land be reseeded upon completion and all necessary permits be obtained from Park County. **Motion carried unanimously** by voice vote.

   5.2.2 SG 84-D Wallace garage

   Motion: Gerald motioned and Richard seconded to approve the project with the condition that disturbed land be reseeded upon completion and appropriate permits be obtained from Park County. **Motion carried unanimously** by voice vote.

   5.2.3 NG 24-C Wieczorek Shed

   Motion: Gerald motioned and Newman seconded to approve the project with the condition that disturbed land be reseeded upon completion and any required permits from Park County be obtained. **Motion carried unanimously** by voice vote.

   5.3 Treasurer's Reports - MS

   5.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Aug 2019

   Almost $95,000 had been collected from past due accounts with $35,000 - $40,000 written off because of the age of the debts. Mark suggested looking at moving money

for roads; and engaging in prudent budgeting that uses long term averaging across five years for snow removal costs. **Motion:** Andrea moved and Gerald seconded to accept the treasurer's report. **Motion carried unanimously** by voice vote.

Mark also suggested the board look at setting criteria for when a lien is filed based on money owed, time in arrears or both.

5.4 Secretary's Report – DR for CM

5.4.1 Petty cash

Motion: Dennis motioned and Jerry seconded to create petty cash fund of $50 for the administrative assistant. **Motion carried unanimously** by voice vote.

5.4.2 Newsletter articles

Reminder that articles were due to Karleen by Friday the 13th.

5.5 Road / Management Committee Report – KH

5.5.1 NG co-chair

Motion: Ken motioned and Newman seconded to designate John Carp as co-chair of Road Committee. **Motion carried unanimously** by voice vote.

5.5.2 Fall maintenance planning

John put together a spreadsheet for $2,700 worth of fall road work in North that needed to be done and he met with Dale & Chad; Ken also met with Chad about $8,400 worth of grading and rolling to be completed this fall in SG; a culvert needed to be installed on Sagittarius Pl. that was budgeted under road repairs. Discussion included Linda Ulrich noting that the seeds she sowed this year didn't come up; Miriam asked about repairs to Leo, Chad agreed to fix Vera Kay's driveway at no cost to the GLA; and the need for cleaning out cul de sacs in preparation for winter.

Action Item: ***Ken, Mark & Dennis - meet regarding the road budget.***

Action Item: ***Ken – get Jim & Chad together to identify issues that need to be handled on Leo.***

Action Item: ***Gerald – investigate owner of van abandoned in the cul de sac at the end of Mercury so it can be removed.***

Next Road Committee meeting: Thursday, September 12.

5.6 Complaint Committee – JL

No complaint committee mtg in Sept.

5.6.1 Herb Dawson

Motion: Jerry moved Ken seconded to send a letter to Herb Dawson via Seth using points from Jerry's template. **Motion carried unanimously** by voice vote. Discussion included the question of whether Joanna Dawson should be hired by the GLA to mow the roads when they're not in compliance; the property isn't in her name; Mrs. Dawson said she wasn't interested in doing business with the GLA anymore.

Action Item: ***Dennis - pass Jerry's template along to Seth.***

5.6.2 Robert Sherwood

Jerry reported that Dennis gave to Seth Mr. Sherwood's most recent address for the court filing.

5.6.3 Cristin Dhieux-Fowle

Cheyenne Bray, Mrs. Fowle's daughter, explained that everyone on their property belongs to the fire department so they know the burn rules and followed them. They had a small burn pit less than 48 inches to clean up brush; their dogs do chase gophers and they agreed to keep them on their property; regarding the creek eroding from the fence being there, they were looking into doing fence improvements; and they don't pump water from the North Fork of Fridley Creek to their barn.

Action Item: ***Dennis requested that the landowners give the GLA a written response.***

5.7 Governing Documents Committee - JL

5.7.1 Status?

Jerry reported that nothing was new; she wrote the blurb for the newsletter regarding the previous bylaws amendments now in their right place in the documents; and no committee meeting was scheduled for this month.

5.8 Legal Committee Report – DR

5.8.1 Update on collections

Dennis reiterated that the association had collected almost $95,000 in past due accounts this year. Mark recommended moving forward on another half dozen.

5.8.2 O'Connell update on foreclosure

Dennis reported that in response to the GLA's filing of a foreclosure on the O'Connells for $18,000 in attorney's fees, they filed Chapter 7 bankruptcy. The GLA was talking with other attorneys that specialize in this area of law.

5.9 Election Committee Report – AS / DR

5.9.1 Board approval of revised/updated vote mailing documents

Motion: Andrea moved & Jerry seconded that board approve the five documents to send in the vote mailing. **Motion carried unanimously** by voice vote.

5.9.2 Board approval of revised legal entity letter & form

Motion: Andrea moved and Ken seconded that the board approve the legal entity letter and form for adoption and send them to legal entities. **Motion carried unanimously** by voice vote.

5.9.3 Board approval of minor election procedures edits

Motion: Andrea moved and Gerald seconded that the board send to Seth the slightly revised version of the election procedures that have gone out for 30-day review. **Motion carried unanimously** by voice vote.
Action Item: ***Andrea - send edited procedure to Dennis.***

6. Approve minutes: August 12, 2019 BOD Meeting

Jerry noted that neither she nor Andrea agreed to write a blurb for the newsletter about the bylaws on the website that now incorporate the amendments. See 5.7.1.
Motion: Dennis motioned and Jerry seconded to accept the August 12, 2019 board meeting minutes as amended. **Motion carried unanimously** by voice vote.

7. Ombudsman Reports

Linda reported that she had a call from a landowner about someone shooting, she told the landowner to call the sheriff who came and the issue was resolved.

8. Finished Business

8.1 Email Votes

1. **Motion:** Following Alanah's advise, Dennis moved and Kevin seconded that the board approve $1,000 to continue to collect from the O'Connells. **Motion carried** (9 in favor – Dennis, Kevin, Mark, Gerald, Richard, Ken, Andrea, Newman, Jerry; 1 didn't vote - Charlotte).

9. Visiting Landowner Input Period

10 Adjournment

The meeting was adjourned by Dennis at 8:20.

11. Next Board Meeting: October 7, 2019

12. Closed Session

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting Minutes - *Final*

September 24, 2019

1. **Call to Order**
   The meeting was called to order by Dennis Riley at 7:02 p.m. via telephone conference.

   PRESENT: Dennis Riley (President), Kevin Newby (Vice President), Mark Seaver (Treasurer), Charlotte Mizzi (Secretary), Newman Brozovsky, Ken Hurley, Richard Johnson, Jerry Ladewig, and Andrea Sedlak.
   ABSENT: Gerald Dubiel.
   Also Attending: Karleen McSherry (Administrative Assistant).
   Landowners: Claudette Dirkers, Debbie Newby.

2. **Announce meeting being recorded**

3. **Election Procedures**
   Andrea summarized the 30-day review responses from landowners. **Motion:** Andrea moved and Jerry seconded that the Board authorize use of the election procedures with the edits it approved in its September 9 meeting. **Motion carried** (8 in favor – Newman, Ken, Richard, Jerry, Charlotte, Mark, Andrea, Dennis; 1 opposed – Kevin).

4. **Requirements for representatives of Legal Entities and Proxy Appointees**
   4.1 Legal entity vote
   Motion: Andrea moved and Richard seconded that the Board approve the following general requirement on representatives of legal entities: "A designated representative of a Membership Interest owned by a legal entity, who is authorized to vote, serve on the board, or otherwise act on behalf of the legal entity, need not be a Member, but if the representative is a Member, they must be in good standing per Covenant 3.19." **Motion carried** (7 in favor – Ken, Richard, Jerry Kevin, Mark, Andrea, Dennis; 2 opposed – Newman, Charlotte).

   4.2 Proxy appointee vote
   Motion: Andrea moved and Ken seconded that the Board approve the following general requirement on proxy appointees: "A proxy appointed by a Member to cast vote(s) need not be a Member, but if the proxy appointee is a Member, they must be in good standing per Covenant 3.19." **Motion carried** (7 in favor – Ken, Richard, Jerry, Kevin, Mark, Andrea, Dennis; 2 opposed – Newman, Charlotte).

5. **Use of Mailchimp to send announcements to LOs**
   Motion: Charlotte moved and Andrea seconded that the board approve the use of Mailchimp to communicate with landowners on the Official and Non-Official email lists. **Motion carried unanimously.**

6. **Adjournment**
   The meeting was adjourned at 7:27.

7. **Next Board Meeting: October 7, 2019 at Emigrant Hall**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

October 7, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Dennis Riley at 7:01 p.m.

   PRESENT: Dennis Riley (President), Mark Seaver (Treasurer), Charlotte Mizzi (Secretary), Newman Brozovsky, Gerald Dubiel (arrived 7:07), Ken Hurley, Richard Johnson, and Andrea Sedlak.
   ABSENT: Kevin Newby (Vice President), Jerry Ladewig.
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Miriam Barker, Claudette Dirkers, Sharon Johnson, Clare Parker, George Roscoe (on phone), Linda Ulrich, Robert Wallace, Ron Wartman.

2. **Announce meeting being recorded**

3. **Set Agenda**
   6.1.2 Annual Meeting guest speaker

4. **Visiting Landowner Input Period**

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   6.1 President's Report
   6.1.1 Well log requirement waiver
   Motion: Mark moved and Charlotte seconded to waive the well log requirement. **Amended Motion**: to waive the well log requirement for 2 years. **Motion carried unanimously** (8 in favor) by voice vote.
   ***Action Item*: Charlotte/Karleen - In the next newsletter inform landowners about their responsibility regarding well logs.**

   6.1.2 Annual Meeting guest speaker
   Motion: Dennis moved & Andrea seconded to allow Greg Coleman to come to the annual meeting at noon to discuss emergency plans. **Motion carried unanimously** by voice vote.

   6.2 Project Review Committee Report
   6.2.1 NG 53-C Wallace residence, well, septic, driveway
   Motion: Gerald moved and Mark seconded to approve the project with the conditions that disturbed land be reseeded upon completion, all necessary permits be obtained from Park County and he pays the $30 due. **Motion carried unanimously** by voice vote.

   6.2.2 SG 48 Stomierowski, well, driveway
   Motion: Gerald moved and Charlotte seconded to approve the project with the conditions that disturbed land be reseeded, the correct culvert be placed and the $10 additional fee be paid. **Motion carried unanimously** by voice vote.

   6.2.3 SG 51-D Schmitt/Smith, driveway
   Motion: Gerald moved and Richard seconded that approve with the conditions that disturbed land be reseeded and they notify the GLA before beginning work so the GLA can monitor the process. **Motion carried unanimously** by voice vote.

   6.3 Treasurer's Reports
   6.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Sep 2019
   Mark reported that the association was $17,000 over budget for snow removal and transferred $19,000 from the snow removal fund**;** amount spent on snow removal every

year likely to fluctuate with some years going over budget and some under so the five year average works out to a little less than budgeted. **Motion:** Charlotte moved and Gerald seconded to accept the TR. **Motion carried unanimously** by voice vote.

6.3.2 Road costs / Assessment increase

North Glastonbury was $10,500 over budget without the fall grading; the bid from Standish for fall maintenance was $10,290; in addition there was another bid for $3,616 for ditch work on Pisces (repair to be paid for out of the road fund). It was recommended to add an account line for the quarterly collections separate from unallocated funds, and for repairs to be paid for out of the road reserves while ongoing maintenance was to be paid from assessments.

The suggestion was made that the Project Review application should include a damage fee if a building project significantly damages a GLA. **Motion:** Mark moved that if a project does significant damage to GLA roads, the landowner would pay for it and this needed to be added to the Project Review Application. **Vote TABLED** until next month. Discussion included questions about who would determine the damage, if the landowner could request bids for the repair, etc.

With $14,700 budgeted for South Glastonbury fall roadwork, the $12,550 bid for maintenance, mag chloride and repair was under budget by about $2,000.

6.3.3 Assessment balances of $1 and under

There were seven people with balances under $1.00 totaling $2.45. The cost of trying to collect those amounts would far exceed the income. Mark, Dennis & Charlotte paid the balances owned giving those landowners a one time exemption to vote.
Action Item: ***Karleen – Let the landowners with small balances know that their balances have been paid one time only.***

6.4 Secretary's Report

6.4.1 Mailings

Charlotte reported that in the prior six weeks three mailings were sent - nomination, newsletter & vote mailings.

6.5 Road / Management Committee Report

6.5.1 Fall maintenance status

Ken reported that fall roadwork had started in South Glastonbury and then would move to North; there was a meeting on Sagittarius Place regarding a culvert.

6.5.2 Snow removal contract

Contract signed last year with Standish for snow removal was for two years with the provision it could be renegotiated after the first year and it was resigned. John Carp was the primary snow coordinator with Chad.

6.6 Complaint Committee

6.7 Governing Documents Committee

6.8 Legal Committee Report

6.8.1 O'Connell update

Previously the O'Connells had one of their children file a petition with the MT Supreme Court saying she didn't feel represented; the Supreme Court rejected their petition; owing court-ordered payment of the GLA's attorney fees, the O'Connells declared bankruptcy.

6.9 Election Committee Report

6.9.1 Update

Andrea reported that the committee met and finalized all materials for the nomination and vote mailings; there was to be a meeting the following Wednesday night to finalize

instructions for training; and there would be three trainings for election day volunteers - verifiers, ballot counters and sign-in people.

7. **Approve minutes: September 9 BOD, September 20 BOD Closed, September 24 BOD Special**
   Motion: Andrea moved and Gerald seconded to accept the Sept 9, Sept 20, Sept 24 special meeting of the board meeting minutes. **Motion carried unanimously** by voice vote.

8. **Ombudsman Reports**
   Linda reported that a neighbor suggested that if someone has a concern with another landowner, prior to writing a letter to the complaint committee, the person should be encouraged to talk to the offender and that guilt should not be presumed. People shouldn't have to prove their innocence.

9. **Finished Business**
   9.1 Email Votes
   1. September 19-20, 2019 **Motion:** Mark moved and Charlotte seconded that the board authorize Karleen to mail out the fall 2019 newsletter. **Motion carried** (8 in favor – Mark, Charlotte, Jerry, Dennis, Richard, Newman, Andrea, Ken, Kevin; 1 didn't vote – Gerald).
   2. September 28-30, 2019 **Motion:** Andrea moved and Mark seconded that the candidates' bios should be sent to voters exactly as the candidates wrote them, not edited by the Admin Assistant. **Motion carried** (8 in favor – Andrea, Mark, Dennis, Ken, Kevin, Richard, Jerry, Gerald; 1 in favor with the provision that the admin can send bios back to candidates for one last look – Charlotte; 1 didn't vote – Newman).

10. **Visiting Landowner Input Period**

11. **Adjournment**
    Dennis adjourned the regular meeting at 8:08.

12. **Next Board Meeting: November 4, 2019**

13. **Closed Session**
    Closed session called to order at 8:14

    13.1 Admin Annual Review
    Action Item: ***Charlotte / Mark – put together a proposed wage and benefit package for the administrative assistant.***

    The closed session was adjourned at 8:40.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting

November 4, 2019

1. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Kevin Newby at 7:00 p.m.

   PRESENT: Dennis Riley (President, by phone), Kevin Newby (Vice President), Mark Seaver (Treasurer), Charlotte Mizzi (Secretary), Newman Brozovsky, Gerald Dubiel, Ken Hurley, Richard Johnson, Jerry Ladewig, and Andrea Sedlak.
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Miriam Barker, Claudette Dirkers, Debbie Newby, Kerin Richards (by phone until 7:15).

2. **Announce meeting being recorded**

3. **Set Agenda**
   6.3.3 Withdrawal of $5,000 from GLA account

4. **Visiting Landowner Input Period**

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**

   6.1 President's Report

   6.1.1 Appreciation and recognition
   Dennis extended a warm thank you to everyone who participated in the election meeting preparations.

   6.2 Project Review Committee Report

   6.2.1 Gerald – Chute shed NG 28-D
   Gerald reported that the Chutes had arranged for a contractor to move their shed to the proper setback but they didn't come. The project was not in compliance. The move was expected to be done next year.

   6.2.2 Richard – dried in building off Evening Star
   Action Item: **Richard to find out and let board know whose property this is.**

   6.3A Treasurer's Report

   6.3A.1 Adding road damage fees notice to PR app
   Mark added wording about project review fees for road damage to the Project Review Application and for the section on the website. **Motion:** Ken moved and Andrea seconded that the board accept the proposed wording on the Project Review Application and for the website. **Motion carried unanimously** (10 in favor) by voice vote.

   6.3A.2 NG 33-C Richards' number of dwellings
   The previous owner had a renter; the Richards prefer to make it a single family dwelling; to do so they need to remove the door that separates the spaces.
   Action Item: **Gerald – inspect Richards' house to determine if meets criteria for a single family dwelling and report back to board.**
   Action Item: **Board – email vote to convert status from two dwellings to one.**

   6.3A.3 Withdrawal of $5,000 from GLA account
   One of the association officers went to Bank of the Rockies to withdraw money from a personal account onto a travel card. The bank accidentally transferred the $5,000 from the GLA account. The bank recognized their error and rectified it as soon as it was brought to their attention. The board asked for a letter from the bank stating their error.

6.3B Finance Committee Reports

6.3B.1 2020 budget

Mark and Andrea prepared a preliminary budget with four income options, three of which increased assessments to compensate for road expenses that keep going up. Disagreement ensued regarding the process or lack thereof to produce the draft budget. Mark resigned as treasurer. Charlotte agreed to lead a meeting with Dennis and Ken to prepare a draft budget.

Action Item: **Charlotte – send out Thursday meeting notice right after the board meeting.**

Action Item: **Charlotte – call Micah for October 31 end of month report as well as for the ineligible list.**

6.4 Secretary's Report

6.4.1 Correspondence from board members to LOs

All correspondence from individual board members and committee chairs goes through the admin to put on letterhead when applicable, to proof, check for issues and then send out via postal mail or the Info account.

6.5 Road / Management Committee Report – KH

6.5.1 Fall maintenance status

Ken reported South Glastonbury's maintenance expense ($12,400) came in under budget ($14,700). Even though grading cost $2,200 more for use of a water truck, some of the planned work, such as a second application of mag chloride, didn't get done. When the final numbers come in from North, it was expected to be over budget. There would be a significant difference between what was bid and what was invoiced (items didn't get done). Money would likely need to be moved from the chip seal fund to pay for crack sealing and from the North Glastonbury Road Reserve to cover the rest of the overage. Discussion involved how year-end leftover funds were allocated in the past, the pros and cons of receiving fund reports, how pre-paid funds were represented, the need to take a hard look at the budget because mag chloride cost 50% more than anticipated, and the possibility of an assessment in North Glastonbury to pay for chip sealing the paved road.

6.6 Complaint Committee – JL

6.6.1 Dawson

The committee closed this case and turned it back to the complainant because they were unable to contact Mr. Dawson and repeated letters resulted in no correspondence from him. A decision was made not to take this issue to court, which would be the next step. **Motion:** Jerry moved and Kevin seconded to approve the complaint committee's October 29 response to John Carp re: his Herb Dawson complaint. **Motion carried unanimously.**

6.6.2 Sherwood

Multiple attempts had been made to find Mr. Sherwood to serve him with legal notice to no avail. Dennis talked to Seth who was to send the filing – a court order requiring him to get rid of the cars and other eyesores – that needed to be presented to the Sherwoods, concurrent with going down the public notice route.

Action Item: **Karleen – hold Sherwood letter, don't send it.**

Action Item: **Dennis – send copy of legal filing to Jerry as soon as you received it.**

6.6.3 Hanan

The committee wrote two letters, one to each of Ms. Hanan's neighbors – George Martin and Andrea Peacock - regarding the alleged violation of Covenant 4.02 Landowners' Animals.

6.6.4 O'Connell

Jerry presented to the board a letter written to the O'Connells that stated their complaint was closed. **Motion:** Jerry moved and Kevin seconded that the board approve the O'Connell letter to be sent. **Motion carried unanimously** by voice vote.

6.7 Governing Documents Committee - JL

Jerry reported that Governing Documents Committee meetings had been on hold for election issues to be finalized. It was expected that the committee would resume meeting in January to incorporate election procedure changes.

6.8 Legal Committee Report – DR

Dennis sent information from James Screnar, our new bankruptcy attorney. He had filed a document with the state bankruptcy court basically saying there was no validity to their claim and the GLA wanted to collect the monies owed. The O'Connells had 14 days to respond. A month prior, the Montana Supreme Court ruled that their daughter, Vesta, didn't have any standing to protest the vexatious litigant claim. Mark reported that he had sent Tyler a list of five people for collections.

***Action Item*: Dennis - set up a meeting with the new legal committee and Tyler.**

6.9 Election Committee Report – AS / DR

6.9.1 Update

Andrea reported that the committee held many meetings to rework all of the training documents and three meetings to train election volunteers as verifiers, ballot counters and those at the sign-in table.

7. Approve minutes: October 7, 2019

Motion: Gerald motioned and Charlotte seconded to accept the Oct 7, 2019 board meeting minutes. **Motion carried (8 in favor, 2 abstentions –** Jerry & Kevin) by voice vote.

***Action Item:* Karleen – finalize Sept meeting minutes and send to Charlotte and Ken to send to landowners and post on the website respectively.**

8. Ombudsman Reports

No report from Miriam.

9. Finished Business

9.1 Email Votes

1. Oct 28-29, 2019 **Motion:** Dennis moved and Andrea seconded to send Tim Brockett a reply stating that the Golmeyer Creek issue has potential legal ramifications; the GLA board will not provide any documents or verbal discussion on that topic until it is fully resolved. **Motion carried** (9 in favor – Dennis, Andrea, Mark, Ken, Charlotte, Newman, Jerry, Richard, Gerald; 1 opposed – Kevin).

10. Visiting Landowner Input Period

11. Adjournment – 9:25 pm

12. Next Board Meeting: December 9, 2019

13. Closed Session

Glastonbury Landowners Association, Inc.

Glastonbury Landowers Annual Meeting & Elections Minutes

November 9, 2019

1. **Pre-Meeting: Early Sign-In & Continental Breakfast Buffet**

2. **Meeting Commencement/Pledge of Allegiance/Opening Prayer/Welcome**
   Dennis Riley called the meeting to order at 10:03 a.m., the group recited the Pledge of Allegiance and Monique Brunson gave the opening prayer.

3. **Proof of Notice of Meeting, Proxy & Quorum Certification**
   Dennis Riley provided proof of quorum – 320 were authorized to vote and 80 were needed for quorum; there were 74 absentee ballots, 9 proxies and 36 in attendance for a total of 119 at 10:00. Dennis announced the meeting was being recorded.

4. **Reading of Minutes of preceding meeting**
   The members agreed to forego the reading of the minutes of the previous meeting.

5. **Introduction of the Candidates**
   Dennis Riley introduced the North and South Glastonbury Candidates who gave their speeches to the membership either in person or by having a statement read by a member in attendance.

6. **Question & Answer Period for Candidates**
   North and South Glastonbury Candidates answered questions from members and other Candidates.

7. **Director & Officer Reports**
   Dennis Riley presented the President's Report.

8. **Reports of Committees**
   Road Committee:
   Ken Hurley presented the Road Committee's Report.

   Project Review Committee:
   Gerald Dubiel presented the Project Review Committee's Report.

   Complaint Committee:
   Jerry Ladewig presented the Complaint Committee's Report.

   Governing Documents Committee:
   Jerry Ladewig presented the Governing Documents Committee's Report.

9. **Refreshment Break**

10. **Announcement that the Voting Period Had Ended**

11. **Guest Speaker – Greg Coleman from Park County Emergency Planning**
    Mr. Coleman brought tote bags containing emergency preparedness information and spoke about the county's efforts to help residents prepare for dangerous situations, such as wildland fires. He also encouraged everyone to sign up to receive county alerts at nixle.com.

12. **Forum for Members' Questions/Comments**
    Members, Candidates and Directors spoke and answered questions.

12. Announcement of Election Voting Results

North Glastonbury Candidates and votes received:

62 – Charlotte Mizzi
55 – Aija-Mara Accatino
49 – Chris Desborough
39 – Claudette Dirkers
01 – Lisa Bush (write-in)
01 – Andrea Peacock (write-in)

South Glastonbury Candidates and votes received:

43 – Alicia Roskind
36 – Tim Brockett (write-in)
35 – Ed Dobrowski
33 – Clare Parker
29 – Leo Keeler (write-in)
29 – Kevin Newby (write-in)
02 – Sam Hazen (write-in)
02 – Mark Seaver (write-in)
02 – Andrea Sedlak (write-in)
01 – Dan Kehoe (write-in)

North Glastonbury Ombudsman and votes received:

29 – John Carp (write-in)
02 – Dave Hink (write-in)
02 – Penelope Price (write-in)
01 – Linda Ulrich (write-in)
01 – Donna Lash Andersen (write-in)
01 – Gerald Dubiel (write-in)
01 – Charlene Murphy (write-in)

South Glastonbury Ombudsman and votes received:

14 – Miriam Barker (write-in)
01 – Tim Brockett (write-in)
01 – Jeannie Campbell (write-in)
01 – John Clawson (write-in)

Dennis Riley summarized that the North Glastonbury Directors elected were Charlotte Mizzi, Aija-Mara Accatino, Chris Desborough and Claudette Dirkers; the South Glastonbury Directors elected were Alicia Roskind and Ed Dobrowski. Clare Parker and Tim Brockett were tied for the third seat. The Ombudsman elected for North Glastonbury was John Carp and Miriam Barker was elected as Ombudsman for South Glastonbury.

13. Meeting Adjourned at 12:51 pm.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting – *Final*

December 9, 2019

1. **Closed session 6:45 – 7:05**
   1.1 Employee issue

2. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Charlotte Mizzi at 7:10 p.m.

   PRESENT: Dennis Riley (President, by phone), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Newman Brozovsky, Chris Desborough, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Ken Hurley, Jerry Ladewig, and Andrea Sedlak (by phone).*
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna & Svend Andersen, Miriam Barker, Chris Brookhart, John Carp, Sabrina Hanan, Richard Johnson, Jeff Ladewig, Leo Keeler, Clare Parker, Jeff Riederer, Debra Schildecker, Mark Seaver (by phone).

3. **Announce meeting being recorded**

4. **Set Agenda**
   Add 7.2.2 Weisman NG 40-2
   Add 7.1.2a Roskind resignation

Seating of new board members 7:15

5. **Visiting Landowner Input Period**
   Donna Andersen expressed concern regarding the lack of Project Review Committee meetings since October especially in light of an application being on the agenda; Sabrina Hanan, Chris Brookhart and Chris Desborough each spoke to the issue among them of vicious dogs and the various alleged attacks on each other and their animals; Leo Keeler believed Rule 2.01 passed by the board exceeded board authority.

6. **UNFINISHED BUSINESS**

7. **Officer and Committee Reports**
   7.1 President's Report
   7.1.1 Code of Conduct policy; Conflict of Interest statement; Rule 2.01
   The board discussed limitations that Rule 2.01 puts on directors and the clarification that board members should not use their position on the board to make things public that they wouldn't ordinarily have access to. Board members signed the Code of Conduct Policy.

   7.1.2 Election of Officers
   All votes were taken by paper ballot and text from Andrea:
   President: Aija-Mara nominated Newman and Ed seconded. Newman was elected with 7 votes, 1 vote each for Ken and Claudette.
   Charlotte turned over control of the meeting to Newman.
   Vice President: Charlotte nominated Ken and Gerald seconded; Ken nominated Chris who declined. Ken was elected with 8 votes, 1 vote for Andrea.
   Secretary: Gerald nominated Charlotte and Ed seconded. Charlotte was elected with 8 votes, 1 vote for Jerry.
   Treasurer: Charlotte nominated Chris and Ed seconded; Jerry nominated Claudette who declined. Chris was elected by unanimous vote (11).

   7.1.2a Roskind resignation replacement

* Alicia Roskind resigned prior to the meeting.

The board discussed whether the runner-up candidate in the South Glastonbury election could be automatically appointed because Ms. Roskind had not been seated yet as a board member; the Bylaws state that a special meeting must be called to fill vacancies between annual elections. **Motion:** Tim motioned and Jerry seconded for the board to approve sending a postcard giving 30-day notice of the vacancy to all SG landowners and stating that they would like to hear from landowners who are interested in serving on the board. **Motion passed unanimously** by voice vote.

7.1.3 Re-establish committees and chairs

The following are 2020 committees:

Legal Committee: Chair: Newman
Members: Ken, Charlotte, Chris, Claudette, Andrea, Jerry, Ed.

Project Review Committee: Co-chairs Gerald (NG), Ed (SG)
Members: Charlotte, Chris

Road Management: Ed, Gerald

Finance Committee: Chair: Chris
Members: Charlotte, Andrea

Road Committee: Co-chairs John Carp (NG), Ed (SG)
Members: Gerald, Richard Johnson, Chris
Snowplow dispatcher: John Carp

Governing Documents Committee: Chair Andrea
Members: Jerry, Charlotte, Ken, Claudette

Complaint Committee: Co-chairs Jerry, Aija-Mara
Members: Clare Parker

Election Committee: Chair Claudette
Members: Tim

Webmaster: Tim

Motion: Charlotte moved and Ed seconded to reinstate the Community Property Committee. **Motion failed** (3 in favor – Aija-Mara, Ed, Charlotte; 7 opposed; Gerald temporarily absent) by voice vote.

Motion: Tim moved and Ken seconded that the problem of the Community Property Committee be referred to the legal committee to study and make a report to the board. **Motion carried** (10 in favor; Gerald temporarily absent) by voice vote.

7.1.4 Determine meeting dates for 2020

A meeting schedule draft was presented to the board. **Motion:** Charlotte moved and Tim seconded that the board accept the presented schedule. **Motion carried unanimously** by voice vote.

7.1.5 Set 2020 goals

Action Item: ***Committees - come up with goals and bring them to the board.***

7.1.6 Revisit the prayer/no prayer standard for the year

Motion: Jerry moved and Ken seconded that the board remove the word "prayer" and replace it with "invocation." **Motion carried unanimously** by voice vote.

7.2 Project Review Committee Report – GD

7.2.1 NG 33-C Richards' dwelling assessment

Motion: Gerald moved and Ed seconded to approve a single assessment on the 7 Mercury Lane property, that was formerly two assessments, because they removed the locked door to the apartment which made it a single family dwelling. **Motion carried unanimously** by voice vote.

7.2.2 NG 40-2 Weisman well

Gerald reported that Weisman wanted her own well rather than the community one; it was located in front of the house with a 20' setback that was nowhere near the drain field. **Motion:** Ed moved and Chris seconded to approve the well on NG 40-2 as long as they amend the application to correct the distance reported to the property line. **Motion carried** (10 in favor, 1 abstention - Gerald) by voice vote.

7.3 Secretary's Report – CM

7.4 Finance Committee Report - CM

7.4.1 Proposed 2020 budget

Charlotte, Dennis, Ken & Claudette attended the Finance committee meeting and created a balanced budget with a 10% increase in assessments. Discussion included the report of complaints to the SG Ombudsman about 10% being too high and people can't afford that much; not increasing assessments until all past due amounts are collected; whether an increase should be a board or landowner vote; whether the word "association" in the covenants refers to the members or the board; that the increase be less than 10%. **Motion:** Tim moved for the legal committee to get resolution on the word "association" – board or members, according to the Montana State Supreme Court decision. **Motion failed** due to lack of a second.

7.5 Treasurer's Report

7.5.1 Three clean-up issues

1. Erickson's $5,000 disputed variance amount and O'Connell's $18,000 court ordered fees were moved out of assessments and into their own record. 2. People who had Project Review fees in with their assessments and were showing a credit but who really owed assessments would be sent a letter explaining what happened. 3. Brown/Ford's Project Review process fell through the cracks and needs committee follow-up. The amount shown as owing wasn't assessments but rather fees for their project. 4. The fee to rent Emigrant Hall increasing in 2020 from $75 to $90.

Action Item: ***PRC – check if Brown/Ford's building was built, collect elevation drawings with the maximum height and footprint dimensions from the builder, collect a new check.***

7.6 Election Committee Report – AS

7.6.1 Election Tie Resolution

Andrea explained that Tim brought in quite a number of proxies, three were rejected because of unpaid assessments; in re-examining the proxies it was discovered that the assessment totals were incorrect. On one landowner's account, a $5,000 disputed variance amount was incorrectly charged interest. This affected proxies for two properties. On a third property, the landowner had not been notified of the amount they owed on their assessment because they had paid project fees, which were credited to their overall account. This obscured the unpaid balance on their assessments so it wrongly appeared they did not owe the GLA anything. They were not notified that they owed any assessment balance due to the GLA's misleading accounting record. Thus, these three proxies were accepted from Tim and the final totals changed from a tie to Tim winning by 3 votes.

7.7 Road / Management Committee Report

7.8 Legal Committee Report

7.9 Complaint Committee – JL

In the interest of time, Jerry skipped reporting on the status of each complaint listed.

7.9.1 Sherwood

7.9.2 George Martin

Motion: Jerry moved and Ed seconded that board approve the Martin letter. **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.3 Peacocks

Motion: Jerry moved and Ed seconded that the board approve the Peacock letter. **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.4 Hanan

Motion: Jerry moved and Charlotte seconded that the board approve the Hanan letter **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.5 Keeler

Leo asked for copies of records and he was sent an acknowledgment notice in November that the committee would meet in January to address his issue.

7.10 Governing Documents Committee

7. Approve minutes: Annual meeting November 9, 2019

Motion: Charlotte motioned and Andrea seconded to accept the Nov 9, 2019 board meeting minutes. **Motion carried** (9 in favor, 2 abstentions – Ed, Tim) by voice vote.

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. Nov 11-12, 2019 **Motion:** Andrea moved and Charlotte seconded that the Board approve holding a Runoff election to resolve the tie in South Glastonbury between Clare Parker and Timothy Brockett via a mail-only absentee ballot by landowners who were eligible to vote in the Nov 9 election. **Motion carried** (8 in favor – Andrea, Charlotte, Dennis, Ken, Richard, Gerald, Newman, Jerry; 2 didn't vote – Kevin, Mark).

2. Nov 25, 2019 **Motion:** Dennis moved and Charlotte seconded that the GLA contract with Jan Hjalmarsson for website maintenance services at the rate of $25/hour and $15/half hour. **Motion carried** (7 in favor – Dennis, Charlotte, Richard, Andrea, Newman, Ken, Gerald; 1 opposed – Kevin; 2 didn't vote – Jerry & Mark).

3. Nov 27, 2019 **Motion:** Dennis moved and Charlotte seconded that by board vote the GLA implement the attached rules of conduct. **Motion carried** (9 in favor Dennis, Charlotte, Andrea, Mark, Ken, Newman, Gerald, Jerry, Richard; 1 didn't vote yet – Kevin).

4. Dec 1-?, 2019 **Motion:** Gerald moved and Richard seconded that the Richards' house located on 7 Mercury lane, NG, Lot 33-C, having been charged two assessments due to a rented apartment, be charged one dwelling assessment because the locked door has been removed and the owners intend to use it as a single family dwelling. **Motion stalled** (2 in favor – Gerald, Richard).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

Donna Andersen asked for dates on the email votes to be put in the agenda; Chris Brookhart stated that NG roads seemed to be getting worse especially the paved roads, some areas needing repairs didn't get fixed this year. He suggested the association create a plan to replace the paved road that would include monies put aside every year for the projected age of the road to have the cost of replacement at the end of that period. Jeff Ladewig alerted Tim as the new webmaster to a broken link on the document request page that needed to be fixed; he also recommended that the board consider a tiered assessment system for people who live in high south and also those who live on paved roads to help pay for the extra costs of those roads.

11. Adjournment

Newman adjourned the meeting at 10:58.

12. Next Board Meeting: TBD

13. Closed Session

RULE AND REGULATION 2.01
OF THE
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

A RULE AND REGULATION OF THE GLASTONBURY LANDOWNERS ASSOCIATION THAT SPECIFIES THE CONFIDENTIALITY STANDARDS REQUIRED OF BOARD MEMBERS

This rule and regulation is made and adopted this 27th day of November, 2019 by the Board of Directors of the Glastonbury Landowners Association, Inc pursuant to its powers described below.

Whereas, the Covenants Section 2.07 and section 10.01 authorize the Association to adopt reasonable rules and regulations consistant with the intent and enabling provisions of the Covenants and Master Plan.

Whereas, the GLA is a non-profit private organization made up of the landowners within this community, and as a non-profit organization Montana Non-profit Code MCA 35-2-906 clearly lists what records are to be made available to our members.

Now therefore, it is the Board's conclusion, based on the review and interpretation of the Covenants, Master Plan and Bylaws, as well as the intent of such documents, that any information (documents, emails or personal information) that is not required to be released by MCA 35-2-906 are confidential and cannot be released without the approval of the Board. Now for the purpose of expressly setting forth the Board's interpretation of the Governing Documents and pursuant to the Board's express and implied powers, the Board adopts the following Rule and Regulation:

No Board member may disseminate or release to anyone outside of the GLA Board of Directors and Administrative Assistant through any means whatsoever – by audio or video recordings, orally, or in writing (e.g., via emails, letters, newsletters, websites, social media, etc.) any information learned by means of being a Board member other than that which is covered in Montana Code MCA 35-2-906, whether such information was learned before or after the date of this ruling, without the prior approval of the Board. Further, personal information not expressly listed in MCA 35-2-906 about Board members, employees, volunteers, contractors, and landowners is confidential and not to be released.

Be it further stated that, in most cases, the first violation will receive a formal warning. The second violation, or any violation the Board judges to be particularly serious, is justification for removal from the Board. Should that occur, the Board will require the violator to resign and will, if necessary, convene a special meeting of members (pursuant to MCA 35-421) or seek judicial removal under MCA 35-2-423. In either case, the violator will be liable for all costs, expenses, and expenditures including, and without limitation, the complete legal costs incurred by the GLA in enforcing this ruling as a result of the member's violation. No delay or failure by the GLA in enforcing this ruling will operate as a waiver.

Having been passed and adopted by the Board of Directors of the Glastonbury Landowners Association, this Rule and Regulation shall be attached to the Bylaws and shall be effective as of the date it is passed and adopted.

Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting – *Final*

January 2, 2020

1. **Call to Order**
   The meeting was called to order at 60 Taurus Road by Newman Brozovsky at 7:15 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett (by phone), Claudette Dirkers, Ed Dobrowski, Gerald Dubiel and Andrea Sedlak (by phone).
   ABSENT: Jerry Ladewig.
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Clare Parker, George Roscoe (by phone), Mark Seaver (by phone).

2. **Finance Committee – CM & AS**
   2.1 Assessment increase
   The Finance Committee presented two budgets – one that included a 10% increase and the other a 5% increase. It was noted that a 5% increase wouldn't divide equally into four quarterly payments. **Motion:** Gerald motioned and Charlotte seconded to approve the 10% increase in assessments. **Motion failed** (4 in favor – Aija-Mara, Gerald, Charlotte, Andrea; 5 opposed – Tim, Claudette, Ed, Ken, Newman). **Motion:** Charlotte motioned to approve a 6% increase in assessments. **Motion carried** (5 in favor – Aija-Mara, Gerald, Charlotte, Andrea, Newman; 4 opposed – Tim, Claudette, Ed, Ken).

   2.2 Letter to landowners about increase
   Action Item: ***Andrea – rework letter created in December with the 6% increase.***

3. **Board vote**
   3.1 Discussion about noticing landowners regarding vacancies
   Although the Bylaws do not require 30-day notice of board vacancies to be sent to landowners, it was decided to send the announcement of both vacancies with the assessment increase letter, and ask interested landowners to express their intent to the board by the February board meeting.

4. **Adjournment**
   Newman adjourned the meeting at 8:22.

6. **Next Board Meeting: January 13, 2020 at Emigrant Hall**

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

February 17, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:10 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President, phone), Charlotte Mizzi (Secretary), Aija-Mara Accatino (arrived 7:15), Tim Brockett, Claudette Dirkers, Ed Dobrowski (phone), Gerald Dubiel, Jerry Ladewig.
   ABSENT: Andrea Sedlak, Karleen McSherry (Administrator)
   Landowners: Donna Andersen, John & Jean Carp; Sabrina Hanan, Jeff Ladewig, John McAlister, Clare Parker, Sam & Emma Richards.

2. **Announce meeting being recorded - NB**

3. **Commence Special Meeting - NB**
   - **3.1 Conversation with candidates and fill NG seat**
     Jean Carp, a longtime resident of North Glastonbury, presented her skills in bookkeeping and counseling, as well as having her own business

     Sabrina Hanan has been a professional consultant for 17 years. As a behavioral analyst she was required to write reports and speak on the issues at hand.

   - **3.2 Conversation with candidates and fill SG seat**
     John McAlister moved to Glastonbury in 2019, lives in Glastonbury full-time and was the CEO of a number of companies. He would be interested in serving on the Project Review and Finance Committees.

     Clare Parker, a long resident of South Glastonbury and the runner-up at the November 2019 election shared her vision for the community.

     2019 election shared her vision for the community.
     Secret ballot votes:
     North Glastonbury: Jean Carp 7, Sabrina Hanan 2.
     South Glastonbury: John McAlister 6, Clare Parker 3.

4. **Commence Regular Monthly Board Meeting - NB**
   - **4.1 Seat new board members**
     Jean Carp and John McAlister were seated as board members.

5. **Set Agenda**
   8.4.2 Website

6. **Visiting Landowner Input Period**
   Leo Keeler stated that he did not get a response to his letter regarding SB300, that he intended to file with the County/State as per the regulation and he might build a greenhouse. Mr. Keeler also questioned how the GLA was following up with the attorney regarding landowners delinquent in assessment payments. Newman responded that he had provided the collection attorney with the next names on the list.

7. **NEW BUSINESS**
   7.1 Owens – request for 80% reduction on assessments (reverse mortgage), hardship
   Tabled to Legal Committee.

8. **Officer and Committee Reports**
   - **8.1 President's Report – NB**
     - **8.1.1 New board meeting venue?**

8.1.2 Treasurer

Motion: Charlotte motioned and Gerald seconded to appoint Jean Carp as treasurer. **Motion carried unanimously.** Discussion included whether the person running can vote.

8.2 Project Review Committee Report – GD/CM

8.2.1 NG 64 Scariano letter

Two landowners, Jeff Ladewig and Sabrina Hanan, spoke about the need to enforce the GLA's governing documents.

8.2.2 NG 34 Willie letter

The board discussed the current situation but not the letter from Seth Cunningham of May 2019.

8.2.3 SG 107 Brown/Ford letter

Action Item: ***Gerald – call Brown/Ford's contractor to get elevation drawings with maximum height and footprint with dimensions clearly marked.***

8.3 Treasurer's Reports

8.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary January 2020

Tabled for board to review and vote by email.

8.4 Secretary's Report – CM

8.4.1 Newsletter

The Board reviewed the draft but no vote was taken to approve it.

8.5 Road / Management Committee Report – JC/ED

Discussion included planning ahead for spring and the need for longer snow posts.

8.6 Complaint Committee – JL

8.6.1 Hanan/Brookhart

Motion: Jerry motioned and Charlotte seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Mr. Brookhart. **Motion carried** (9 in favor and 1 abstention) by voice vote.
Action Item: ***Karleen – send all letters from the president.***

8.6.2 Hanan/Desborough

Motion: Jerry motioned and ? seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Mr. Desborough. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.3 Hanan/Peacock

Motion: Aija-Mara motioned and Jerry seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Ms. Peacock. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.4 Brookhart/Hanan

Motion: Aija-Mara motioned and Jerry seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Ms. Hanan. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.5 Hanan/Martin

Motion: Jerry motioned and Claudette seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Mr. Martin. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.6 Draft to Keeler re: delinquent list

Newman reiterated that he had provided the collection attorney with the next names on the list.

8.6.7 D Newby complaint of Dec 7 2019

Motion: Jerry motioned and Aija-Mara seconded to send the committee's letter that addressed Ms. Newby's concerns to her. **Motion carried** (8 in favor; 1 opposed and 1 abstention) by voice vote.

8.6.8 Letter to Sherwood

Jerry presented to the board the committee's letter to Mr. Sherwood giving him 60 days to clean up his property and noting that he would be responsible for the association's court costs if he failed to comply. The letter was to be sent by certified mail.

Action Item: ***Jerry – reword the last paragraph of the Sherwood letter and send it to the board for an email vote***

8.7 Governing Documents Committee - AS

The next Governing Documents Committee meeting was scheduled for March 3rd at Jerry's house.

8.8 Legal Committee Report – NB

The next Legal Committee meeting was scheduled for Monday, February 24th.

9. Approve minutes

10. Ombudsman Reports

John Carp reported that he received many calls and requests during the last snowstorm, when it was windy for three days with many drifts.

11. Finished Business

11.1 Email Votes

1. 01/24-21/20 **Motion:** Jerry motioned and Aija-Mara seconded to approve the January 23rd letter to L Keeler. **Motion passed** (8 in favor – Jerry, Aija-Mara, Charlotte, Gerald, Ken, Newman, Ed, Andrea; 1 opposed – Tim; 1 abstention – Claudette).

12. Visiting Landowner Input Period

13. Adjournment

Newman adjourned the meeting at 10:38 p.m.

14. Next Board Meeting: March 9, 2020

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

March 9, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:08 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Jean Carp (Treasurer), Aija-Mara Accatino, Tim Brockett (by phone), Claudette Dirkers, Ed Dobrowski (8:09 arrival), Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak (by phone).
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Donna Andersen, Miriam Barker, John Carp, Denise Diehl, Sabrina Hanan, Martha McAlister, George Roscoe, Mark Seaver (by phone).

2. **Announce meeting being recorded**

3. **Set Agenda**

4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Sabina Hanan remarked that she had not received a resolution letter from the Complaint Committee.

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   - **6.1 President's Report**
     - **6.1.1 Conduct unbecoming**
       Motion: Charlotte moved and Aija-Mara seconded to formally censure Tim Brockett. **Motion withdrawn.**
     - **6.1.2 Appoint landowners to advisory committees**
       Motion: Claudette moved and Tim seconded to add Sabrina Hanan to the Governing Documents Committee. **Motion failed** by paper ballot (6 opposed; 5 in favor).
       Motion: Claudette moved and Jean seconded for Dave Hink to be put on the Road Committee. **Motion carried unanimously.**
     - **6.1.3 Monthly meeting venue**
       Motion: Jean moved and Ken seconded that the board meet in Liberty Hall. **Motion carried** by voice vote (10 in favor, 1 opposed – Tim).
   - **6.2 Project Review Committee Report**
     Motion: Charlotte moved and Gerald seconded to have the attorney send a cease and desist order to the Van Udens of SG 46 for unauthorized building of a garage, especially while not in good standing because of being on a payment plan. **Motion carried unanimously.**
   - **6.3 Secretary's Report**
     - **6.3.1 Newsletter**
       Motion: Gerald moved and Jean seconded that the board approve the newsletter to send to LOs. **Motion carried** by voice vote (9 in favor, 3 opposed – Jerry, Claudette, Tim).
   - **6.4 Treasurer's Report**
     - **6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Feb 2020**
       Motion: Jean moved and Charlotte seconded to add a "Donate" button on the website as well as a notice on the assessment statement to help landowners/members who prove their hardship to pay their assessments. **Motion carried unanimously** by voice vote.

6.4.2 New TR computer

Motion: Charlotte moved and Gerald seconded that the board purchase the Dell computer recommended by Jean for $871. **Motion carried** by voice vote (10 in favor, 2 opposed – Claudette, Tim).

6.5 Road / Management Committee Report

John announced that the committee meeting had been moved to the following Thursday.

6.6 Complaint Committee

6.6.1 Complaint Committee Report

Clare Parker resigned from committee.

6.6.2 Sherwood

Action Item: ***Karleen – send letter by certified mail to Mr. Sherwood as well as his wife and daughter.***

6.6.3 Hanan on Brookhart & Desborough

Notice letters to Mr. Brookhart and Mr. Desborough were to be sent that week.

6.7 Governing Documents Committee

6.7.1 Proposed restated bylaws to attorney

Motion: Andrea moved and Gerald seconded that the board send to the attorney the two restated bylaws documents presented to the board for his feedback by April 3rd. **Motion carried unanimously** by voice vote (10 in favor, 2 no longer at the meeting – Ed, Jean). Andrea announced that there would be a members meeting sometime mid to late May to answer questions about the proposed changes. Discussion ensued about term limits and creating a nominating committee to look at and nurture interest in people interested in serving on the board.

6.7.2 Revised Rule 2.01

TABLED.

6.7.3 Proxies

Motion: Charlotte moved that her statement regarding proxies be sent to the attorney for an opinion. **Motion failed for lack of a second.** Discussion to put this topic on the agenda for the next meeting. **Motion:** John moved and Ken seconded to vote now about removing proxies from the bylaws (a yes vote is to remove proxies from the restated bylaws; a no vote is to leave proxies in the restated bylaws). **Motion carried to leave proxies in the restated bylaws** by roll call vote (4 in favor – Aija Mara, Ed, Gerald, Charlotte; 7 opposed – Tim, Claudette, Ken, Jerry, John, Andrea, Newman).

6.8 Legal Committee Report

7. Approve minutes

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 2/24-25/20 **Motion:** Jerry motioned and Andrea seconded to send the attached, edited Sherwood letter presented to the board at the last meeting to the Sherwoods. **Motion carried** (9 in favor – Jerry, Andrea, John, Ken, Claudette, Charlotte, Jean, Aija-Mara, Gerald; 1 opposed – Tim; 2 didn't vote – Ed, Newman).

2. 2/25-27/20 **Motion:** Jean motioned and Gerald seconded that the GLA buy a Dell Latitude 5400 laptop for the treasurer. **Motion stalled** (4 in favor – Jean, Gerald, Aija-Mara, Charlotte; 4 opposed – Tim, Andrea, Claudette, Jerry ; 4 didn't vote – Ed, Newman, John, Ken).

10. Visiting Landowner Input Period

11. Adjournment

The regular meeting adjourned at 10:20 p.m.

12. Next Board Meeting: April 6, 2020

13. Closed Session

The closed session began at 10:24 p.m.

13.1 Scariano letter

In 2018 the board approved Mr. Scariano's project as a barn, with no interior plumbing and a height of 15 ft. but he build a 2-story building with at least four apartments. Suggestions were made for edits to the Brown Law letter to Mr. Scariano, including that he is in violation of **several** governing document requirements.

Action Item: ***Newman – send electronic version of Brown Law letter and the original Project Review Application to the board for their input in sending edits to Seth.***

13.2 Legal Committee mtgmins

Action Item: ***Board - read through the legal committee minutes*****.**

Motion: Charlotte motioned and Gerald seconded to take the recommendation of the legal committee to not use corporate funds for hardships and to send letters explaining this to the two landowners who made the requests. **Motion carried unanimously.**

The closed session was adjourned at 10:47 p.m.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

April 6, 2020 – by phone

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:07 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Jean Carp (Treasurer), Aija-Mara Accatino, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak.
   ABSENT: Tim Brockett
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Miriam Barker, Sabrina Hanan, Martha McAlister, Mark Seaver.

2. **Announce meeting being recorded**

3. **Set Agenda**

4. **Visiting Landowner Input Period**
   Sabrina Hanan questioned the newsletter article stating that animals are to be restrained by fences and gates, per Covenant 4.02; is this an accurate interpretation of that covenant? She also questioned the article about weeds that stated the organization would no longer weed the easements because they are owned by landowners who are responsible for that work; referencing Covenants 8.01 and 7.03 Ms Hanan doesn't see that she owns the easement; Newman clarified that an easement gives someone an interest in land that is owned by someone else, therefore the landowner owns the land and GLA has an interest in that land for road and utilities. Mark asked if he would receive a public apology for not being taken off the treasurer's voicemail in a timely manner and Newman apologized.
   Action Item: ***Karleen will send research re: state & county law used for article.***
   Action Item: ***Gerald will go to Park County re: who owns easements.***
   Action Item: ***Upon resolution of the easement issue, let gov docs committee know if gov docs need to be changed.***

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   6.1 President's Report
   6.1.1 COVID-19 payment grace: payment plans & quarterly payments
   Motion: Charlotte moved and Jean seconded to waive interest and penalties on a case-by-case basis with proof of being unemployed and ending with being reemployed, with the stipulation that by Oct 31 the landowner would need to be in compliance by having paid the principle to vote. **Amended motion:** Charlotte moved and Jean seconded to waive interest and penalties on a case-by-case basis with proof of being unemployed with the stipulation that by Oct 31 the landowner needs to be in compliance by having paid the principle to vote. This opportunity will be last until Jun 30 and then be revisited in July. **Motion carried** by voice vote (7 in favor – Aija-Mara, Jean, Ed, Gerald, Ken, Charlotte, Newman; 4 opposed – John, Claudette, Jerry, Andrea).
   Motion: Charlotte motioned and Jean seconded with regard to payment plans that anyone on a case-by-case basis that contacts the board and requests a grace period for a limited time based on proven hardship will be given a delay in their payments and this opportunity will be revisited at the end of June 30, 2020. **Motion carried unanimously** by voice vote.

   6.1.2 Email voting policy/procedure
   Tabled to next month.

   6.2 Project Review Committee Report – GD
   6.2.1 SG 34-A3 Ohlen Garage

Gerald reported that he and John went to the site and all setbacks were met. **Motion:** Gerald moved and Charlotte seconded to accept this garage project with the conditions of reseeding, obtaining all necessary permits and that when the project is complete that the committee has the right to visit the property to make sure no plumbing was installed upstairs. **Motion carried unanimously** by voice vote.

6.2.2 Revised application and forms

Motion: John moved and Claudette seconded to accept the revised application and forms with a line for the engineer's signature on the first page of the application. **Motion carried** by voice vote (9 in favor – Aija-Mara, Jean, Gerald, Claudette, Ken, Jerry, John, Andrea, Newman; 2 opposed – Charlotte, Ed).

6.3 Secretary's Report – CM

6.4 Treasurer's Report – JC

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary March 2020

Motion: Charlotte moved and Gerald seconded to accept the Treasurer's report. **Motion carried unanimously** by voice vote.

6.4.2 Transfer of funds

Action Item: ***Andrea will work with Jean.***

6.5 Road / Management Committee Report – JC/ED

6.5.1 NG roads work order and budget

Motion: Charlotte moved and Jean seconded to approve John Carp's plan, the work order and budget for North Glastonbury. **Motion carried unanimously** (10, Ed no longer attending) by voice vote.

6.5.2 Signposts

Motion: Charlotte moved and Claudette seconded to approve $200 for poles and signs. **Motion carried unanimously** by voice vote.

6.6 Complaint Committee – JL/AMA

6.6.1 Sherwood status

The GLA did receive back the certified letter green receipts indicating the Sherwoods did receive the GLA's last letter. Newman spoke with Mr. Sherwood and asked him to regularly update him on his progress in cleaning out his property.

6.6.2 Closure letter to Hanan on Brookhart/Desborough

Motion: Jerry motioned and Andrea seconded to approve the committee's letter to Sabrina Hanan. **Motion carried unanimously** by voice vote. **Motion**: Charlotte moved and Jerry seconded to release Mr. Desborough's email response of March 14, 2020 to Ms Hanan only with his permission. **Motion carried unanimously** by voice vote. **Action Item:** ***Jerry - Email Mr. Desborough to get his permission to give to Ms. Hanan his email response.***

6.6.3 Letter to Mark Seaver

Motion: Jerry moved and Aija-Mara seconded to send out the letter to Mark Seaver dated March 24 the complaint committee created to close out the complaint with the committee's signature. **Motion carried unanimously** by voice vote. Motion carried (6 in favor – John, Ken, Aija-Mara, Claudette, Jerry, Andrea; 2 abstentions – Newman, Charlotte).

6.7 Governing Documents Committee - AS

6.7.1 Update from latest meeting

Andrea reported that the Governing Documents Committee considered items the board charged the committee with at the January meeting, especially regarding ways of imposing sanctions that obtain better compliance with the governing documents.

6.7.2 Letter requesting landowners' ideas
Motion: Andrea moved and Claudette seconded to include in the restated bylaws mailing a letter to landowners regarding how to impose sanctions on those out of compliance with the GLA governing documents. **Motion carried unanimously** by voice vote.

6.7.3 Work re: Seth's feedback
The committee will submit the draft revised bylaws to the board for approval to be sent to the landowners for 30-day review. **Motion:** Charlotte motioned and Aija-Mara seconded to table the revision of Rule 2.01 until the next meeting. **Motion carried unanimously** by voice vote.

6.8 Legal Committee Report – NB

7. Approve minutes January 13, 2020
Motion: Charlotte moved and Aija-Mara seconded to approve the board and landowner versions of the January 13 meeting minutes. **Motion carried** by voice vote (7 in favor; 1 abstention – John).

8. Ombudsman Reports

9. Finished Business
9.1 Email Votes
1. 3/19-20/2020 **Motion:** Andrea moved and Jerry seconded that the board approve having the attorney send out Newman's version of the Scariano letter as soon as possible. **Motion carried** (10 in favor – Andrea, Jerry, John, Newman, Ken, Claudette, Tim, Gerald, Jean, Aija-Mara; 2 didn't vote – Ed, Charlotte).

2. 3/19-22/2020 **Motion:** Jerry motioned and Andrea seconded to conduct meetings by phone until further notice.[i] **Motion carried** (10 in favor – Jerry, Andrea, Ken, Tim, Gerald, Aija-Mara, Claudette, John, Newman, Charlotte; 2 didn't vote – Ed, Jean).

3. 3/24-25/2020 **Motion:** Gerald motioned and Charlotte seconded that the GLA purchase the recommended HP Officejet 477 printer. **Motion carried** (11 in favor - Gerald, Charlotte, Jean, Aija-Mara, Newman, Ed, Jerry, Andrea, Claudette, Ken, John; 1 opposed – Tim.)

4. 3/28-30/2020 **Motion:** Jerry motioned and John seconded to send the revised letters from Seth to Scariano and VanUden with Claudette's corrections. **Motion carried** (11 in favor – Jerry, John, Claudette, Ken, Aija-Mara, Andrea, Tim, Gerald, Newman, Charlotte, Jean; 1 didn't vote – Ed).

10. Visiting Landowner Input Period

11. Adjournment 10:41
The meeting was adjourned at 10:41.

12. Next Board Meeting: May 4, 2020

13. Closed Session
13.1 Conduct unbecoming
Tabled until next meeting

[i] Due to the Covid-19 virus, state and nationwide prohibitions on gatherings of multiple people were recommended and then mandated.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

May 4, 2020 – by phone

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:08 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Jean Carp (Treasurer), Aija-Mara Accatino, Tim Brockett, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak.
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Donna Anderson; Miriam Barker, John Carp, Sabrina Hanan, Martha McAlister, Debbie Newby, Richard Will.

2. **Announce meeting being recorded**

3. **Set Agenda**
   6.5.1 Nomination of Tim Brockett as High South Road Chair

4. **Visiting Landowner Input Period**
   Debbie Newby expressed concern about board meeting minutes not being sent to landowners by email and also asked when she'd receive corrected assessment statements. Sabrina Hanan asked for clarification about landowners needing to fence in pets. Donna Andersen commented about board meeting minutes not being put on the website.
   Action Item: ***Karleen – put correction regarding not needing a fence in next newsletter.***

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   - **6.1 President's Report – NB**
     - **6.1.1 Email voting policy/procedure**
       Motion: Charlotte motioned and John seconded to accept the April 3, 2020 draft procedure for board email voting. **Motion carried** (10 in favor and 2 opposed – Tim, Claudette) by voice vote.
     - **6.1.2 Last assessment mailing issues**
       Karleen reported a number of issues with the April assessment statement mailing.
     - **6.1.3 Keep ATS or go with a different accounting firm**
       Jean asked to retain ATS.
   - **6.2 Project Review Committee Report – GD**
     - **6.2.1 Application/Admin fee; construction bond cap; blasting fees**
       Motion: Charlotte motioned and Gerald seconded to approve the new the Project Review application fee of $50 plus $20 for each additional form beyond the first, the construction bond cap of $500 and the blasting impact fee of $200 and construction bond of up to $1,000. **Motion carried** (11 in favor and 1 opposed – Ed) by voice vote.
     - **6.2.2 Amount of time the association holds construction bonds**
       John wrote a letter to send to the attorney asking how the association can move the $20,000 in unclaimed construction bonds into the general fund and if there are legal time limits for holding bonds, such as for 3 years, with the option of extending it for another 3 years if the project is not complete. The PRC will track and keep records of those that have and haven't completed the process and collected their bonds.
   - **6.3 Secretary's Report – CM**
     - **6.3.1 June newsletter, need articles**
       Charlotte asked the board to submit articles for the June newsletter; suggestions for articles included letting landowners know that people who call in to meetings need to

identify themselves, about landowner responsibilities regarding well logs, and a blurb about construction bonds.

6.4 Treasurer's Report – JC

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary April 2020

Motion: Charlotte moved and Andrea seconded to accept the treasurer's report with the promise of an updated customer summary that would examine landowners with balances that have not had balances before. **Motion failed** by voice vote. (5 in favor – Aija-Mara, Jean, Charlotte, Gerald, Jerry, and 7 opposed - Ed, Newman, Claudette, Tim, John, Andrea, Ken) Discussion included the preference to have the customer balance summary corrected before voting to approve it and questions about why the GLA is spending money on legal fees to address eyesore complaints instead of neighbors suing each other and bearing the cost.

6.4.2 Approve YE transfer of funds

Tabled until more detail is obtained from ATS regarding how much was moved and to where.

6.4.3 Announce Finance Committee date

Jean scheduled a Finance Committee Meeting for Wednesday, May 6th from 7:00 – 8:00 p.m. by phone.

6.5 Road / Management Committee Report – JC/ED

6.5.1 To Approve Standish maintenance bids for south roads

John Carp reported that Standish submitted a bid for south roads of $20,570 and there was $5,000 of work done by Chad Standish that was not on the work order. **Motion:** Claudette moved and John seconded to make Tim high South road chair. **Motion failed** by roll call vote (5 in favor – Aija-Mara, Tim, Claudette, Ken, John; 6 opposed – Ed, Gerald, Jerry, Charlotte, Andrea, Newman). Discussion involved Tim's criteria to be high South road chair – for road maintenance only and not snow plowing, and the board setting a budget of 50% of South's total budget for high South; the feasibility of allotting 50% of the budget when low South has the greater population density; the recommendation that high South consider imposing a special assessment for their road upkeep; and the possibility of imposing greater assessments on SpecTec for their extra employees.

Action Item: ***John Carp – send board breakdown of work done by Standish beyond the work order.***

Action Item: ***Tim – meet with Standish to get bid for upper South road repair.***

Action Item: ***Ed – talk to Standish about the bid.***

6.5.2 Approve additional MgCl application for north roads

John Carp reported that there was $5,000 left for MgCl in North's budget. **Motion:** Charlotte motioned and Gerald seconded to approve one application of MgCl on Gemini and Capricorn in the spring at $2,500. **Motion carried unanimously** (11 board members; Jean no longer on the call) by voice vote.

6.5.3 Asphalt repair on Sirius

The 8-10 foot wide section on Sirius that Chad Standish repaired last year for free has a noticeable bump and needs to be repaired. The Standish bid is $6,000, which is high. There was discussion about CUT owning that road, not the GLA.

Action Item: ***John Carp – check with Standish to see if his bid included a mobilization fee and if that can be removed from the bid.***

6.5.4 Cost of high South & low South snow & maintenance work

The platted roads in high South total 7.6 miles and roads in low South total 2.8 miles. Discussion focused on the cost of snowplowing high South that wipes out almost the whole snowplowing budget; the question of whether the association should revisit the idea of owning its own truck and snowplowing equipment with the counter that

research had been conducted years ago to show the benefit of outsourcing that work; and the suggestion that the accelerated costs in snowplowing might be due to Standish not using the right equipment for the job.
Action Item: John Carp – talk with Standish about purchasing the right equipment.

6.5.5 North paved roads chip sealing bid

North's paved roads, chip sealed 10 years ago, need to be chip sealed again. The committee received a bid from Wharton Asphalt in Billings for $116,000. This doesn't include repair work to be done before chip sealing. If the board works out the logistics, such as financing and a landowner special assessment, the committee can plan to get the chip sealing done next summer.
Action Item: ***Jean - talk to Bank of the Rockies regarding being the sole financer.***

6.5.6 Dry Creek chip sealing

Ed reported that the county schedules chip sealing every 18 years; Dry Creek Road won't last 18 years; the suggestion that South might need to have a special assessment to chip seal between the county's surface treatments. The suggestion was made to ask the county to do it sooner.

6.5.7 Road sign update

John reported that a couple of road signs had been stolen, creating a problem in receiving deliveries; signs for upper Gemini and Caspari were also ordered because the added traffic has made these one-lane roads dangerous; the need for guardrails to be placed where there are steep drop-offs.
Action Item: ***John - get bids on buying a guardrail; also ask Standish, who has access to previously-used guardrails for ¼ of the cost.***

6.5.8 Tim Brockett email report on high South road maintenance

Tim had submitted a report to the board detailing high South work needed to bring the roads up to par. There was disagreement among board members about the work requested and the GLA's Road Policy.

6.5.9 Weed mowing in NG

John distinguished between weed mowing and 5 ft. roadside mowing for safety; North has $1,700 in the budget for the latter and Daniel Peterson can mow the paved roads the first week of July for the budgeted amount or less. Discussion included the need to mow especially around curves because the high grass obstructs driving view; CUT owns Sirius and that road shouldn't be the GLA's responsibility; the recommendation to mow Sirius and when the ownership issue is resolved, recoup compensation; the question of whether Mr. Peterson would be willing to also mow South. Tabled.

6.6 Complaint Committee – JL/AMA

6.6.1 Sherwood status

Because compliance violations run with the land, the Complaint Committee created a letter to notify James Kozlik, Mr. Sherwood's realtor, that he is obligated to tell prospective buyers about the complaints and violations on this property. **Motion:** Jerry motioned and Claudette seconded to send the letter presented to the board and edited during this meeting to Mr. Sherwood's realtor James Kozlik. **Motion carried** by roll call vote (9 in favor – Aija-Mara, Tim, Claudette, Ed, Ken, Jerry, John, Andrea, Newman; and 1 opposed – Charlotte).
Action Item: ***Newman – in a phone call with Mr. Sherwood, get his physical address and give him the phone number of Clay Williams' who works at the dead car pickup at the county.***
Action Item: ***Jerry – send Karleen response to Ms Hanan regarding her request to receive Mr. Desborough's email to the GLA that he denied.***

6.7 Governing Documents Committee - AS

6.7.1 Update & schedule plans going forward

Andrea reported that the committee mailed the proposed restated bylaws to landowners on April 24th and they await comments, due by May 25th. On May 16th the committee plans to hold a telephone Q&A session with landowners in advance of the July 18th vote. The meeting room will be arranged to accommodate social distancing so people can vote in person as well as by absentee ballot. Half of the year's assessments need to be paid by June 30th by each landowner who intends to vote.

6.8 Legal Committee Report – NB

6.8.1 O'Connell bankruptcy case update

The judge in the O'Connell bankruptcy case ruled in favor of the O'Connells. GLA attorney James Screnar recommended and the Legal Committee concurred that the GLA appeal the ruling because it might set a precedent regarding the homestead exemption when trying to foreclose. **Motion:** Charlotte moved and Aija Mara seconded to move ahead with the appeal in the O'Connell bankruptcy case. **Motion carried unanimously** (10 in favor; Jean and Gerald absent) by voice vote.

6.8.2 Approve hardship case letters

Motion: Charlotte moved and Jerry seconded to approve the letters Ken wrote to two landowners who submitted hardship requests. **Motion carried unanimously** by voice vote.

Action Item: ***Tim - put donate button on website by the end of the coming weekend.***
Action Item: ***Newman – put in writing to Tim the request for him to update officers and committee members on the website.***

7. Approve minutes April 6, 2020

Motion: Jerry motioned and Charlotte seconded to approve the April 6, 2020 meeting minutes with the correction of adding Mark Seaver's last name in section 6.6.3. **Motion carried** by voice vote (9 in favor; 1 abstention – Tim).

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 4/15-17/2020 **Motion:** Jerry motioned and Gerald seconded to approve John Carp's recommendation for Standish to grade and roll the stretch of Capricorn from Gemini to Bush's horse rescue, about 2,000', for $1,500. **Motion carried** (10 in favor – Jerry, Gerald, Jean, Charlotte, Andrea, Claudette, John, Ken, Newman, Tim; 2 didn't vote – Ed, Aija-Mara).

2. 4/16-20/2020 **Motion:** Andrea moved and Jerry seconded that the board approve sending to the landowners the draft restated bylaws, the summary list of changes, and the cover letter for the bylaws 30-day review. **Motion carried** (10 in favor – Andrea, Jerry, Claudette, Tim, Ken, John, Charlotte, Gerald, Newman, Jean; 2 didn't vote – Ed, Aija-Mara).

3. 3/24-25/2020 **Motion:** Andrea moved and Tim seconded that the Board require that the Finance and Legal Committees schedule meetings to be held in the next two weeks. **Motion carried** (8 in favor – Andrea, Tim, Claudette, John, Ken, Jerry, Gerald, Aija-Mara; 1 opposed – Charlotte, 3 did not vote – Ed, Jean, Newman).

10. Visiting Landowner Input Period

11. Adjournment – 11:39

The open session was adjourned at 11:39 p.m.

12. Next Board Meeting: June 8, 2020

13. Closed Session

13.1 Employee issues

The closed session of the meeting was adjourned at 12:53 a.m.

Glastonbury Landowners Association, Inc.

Board of Directors – Meeting Minutes *Final*

June 8, 2020

1. **Closed session**
   Newman called the meeting to order at 6:47 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President, phone), Charlotte Mizzi (Secretary, phone), Jean Carp (Treasurer, phone), Aija-Mara, Tim (phone), Ed (phone), Gerald, Jerry, John, Claudette (phone), Andrea (phone).
   Also Attending: Karleen McSherry (Administrator) and Seth Cunningham (phone) of Brown Law Firm.

   1.1 Board indemnification
   Seth spoke with board members about the bylaws requiring the board to indemnify themselves. **Motion:** Gerald motioned and Aija-Mara seconded to indemnify the board. **Motion carried** by roll call vote (7 in favor – Aija-Mara, Jean, Claudette, Ed, Gerald, Ken, John; 2 opposed – Tim, Jerry; 3 absent for the purpose of this vote – Newman, Charlotte, Andrea). **Motion:** Jerry motioned & Jean seconded to ask Mark Seaver for an extension. **Motion carried unanimously** by roll call vote.

2. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The open session was called to order at 7:57 p.m.

   Absent: Charlotte Mizzi (Secretary, in the hospital)
   Landowners Present: Mike Adkins for Mark Scariano, Donna Andersen, John Carp, Sabrina Hanan, Martha McAlister, D Newby, Lucas Schad (Scariano architect), Chad & Melissa Stone.

3. **Announce meeting being recorded**

4. **Set Agenda**

5. **Visiting Landowner Input Period**
   Chad Stone spoke about being a 100% disabled veteran for whom the county has voted to vacate his back taxes; he requested the GLA create a program similar to the state's Department of Revenue program and vacate his back assessments and obligation for future payments, and to do so for any other disabled veterans as well; Debbie Newby asked for the February and March meeting minutes to be completed, sent to landowners and put on the website; Donna Andersen asked for notice of meetings to be given in a reasonable timeframe and noted the calendar was empty.

6. **UNFINISHED BUSINESS**

7. **Officer and Committee Reports**

   7.1 President's Report

   7.1.1 Liability insurance
   Tabled for board to review.

   7.2 Project Review Committee Report

   7.2.1 SG 37-1E1 Hummel, residence
   Gerald reported that this project complied with the setback requirements and with all of the covenants. **Motion:** Gerald motioned and Jerry seconded to give preliminary approval as soon as the GLA received the check for the project fees and with the conditions that necessary permits were obtained & the property was reseeded upon completion. **Motion carried unanimously** by voice vote.

   7.2.2 Construction bond regulation memo to Seth

Motion: Gerald motioned and Claudette seconded to send Project Review Committee's memo regarding the proposed construction bond regulation to Seth. **Motion carried unanimously** by voice vote.

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7.2.3 Revised wording on PR App

Motion: Gerald motioned and John seconded to accept the revised wording, indicated as the highlighted portion of the 2nd paragraph, of the project review application. **Motion carried unanimously** by voice vote.

7.2.4 Revised PR Instructions for the website

Motion: Gerald motioned and John seconded that the board accept the proposed changes to the project review instructions. **Motion carried unanimously** by voice vote.

7.2.5 Update on Scariano NG 64

Considerable discussion ensued about how to bring Scariano's building into compliance including redoing the inside to remove kitchens in the bedrooms and external doors as well as to create interior hallways to make it a five bedroom house, or to submit a variance to see if neighbors and the board would approve the design with the apartments; the need to widen the road to accommodate the increased traffic; doing something to soften the exterior of the building; and reiteration that the septic system could not be completed until the GLA had approved the septic plans along with the rest of the proposed fixes to the residence.

7.3 Secretary's Report

7.4 Treasurer's Report

7.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary May 2020

Jean announced that the next Finance Committee meeting was scheduled on June 17 at Liberty Hall at 7:00 p.m. **Motion:** Gerald motioned and Jean seconded to accept the treasurer's report. **Motion carried** by voice vote (8 in favor – Aija-Mara, Jerry, Gerald, Andrea Ken, Jean, Ed, Newman; 3 opposed – Claudette, Tim, John).

7.4.2 ATVs tearing up roads

Action Item: ***Charlotte/Karleen – include article in next newsletter regarding requirements for licensure to drive and ATV and road safety.***

7.5 Election Committee

7.5.1 Need Election Committee / Chair

Motion: With the previous resignations of Claudette as Election Committee Chair and Tim as an Election Committee member, Andrea nominated and Tim seconded Jerry to be the Election Committee chair. **Motion carried unanimously** by voice vote.
Motion: Jerry motioned and Aija-Mara seconded that the board accept Ken as the Election Committee co-chair. **Motion carried unanimously** by voice vote.

7.5.2 LO letter re: Nov election

Motion: Jerry motioned and John seconded to send the survey letter about the November annual meeting with the governing documents mailing. **Motion carried** by voice vote (10 in favor; 1 opposed – Newman).

7.6 Road / Management Committee Report

7.6.1 North spring maintenance costs

There was considerable discussion regarding the $3,800 cost overrun on the Standish bill that John C. spoke about at the previous board meeting and in a May 9th letter to the board; confusion regarding who approves payment, and clarification by Ken that the board approves the budget and the work, and the Road Committee chair approves the invoice for payment.

7.6.2 South maintenance work

Ed reported that road maintenance work had been completed in South; it was noted that the board never approved the contract to do the work.

7.6.3 Upper South

Roadwork was completed up to Polaris; Tim provided the board with recommendations for beyond Polaris; $16,000 was left in the budget.
Action Item – *Ed / Road Committee – create a plan for upper south road work and bring it to the board for approval.*

7.6.4 North asphalt repair

Two sections on Capricorn that were approved for asphalt repair totaling $11,000 hadn't been done yet; there was a previously repaired section on Sirius that is a bump that Standish could fix for $3,000; discussion about who owns the road and was responsible for its upkeep. **Motion:** Jean motioned and Gerald seconded to repair the Sirius asphalt bump. **Motion carried** by voice vote (7 in favor; 3 opposed – Tim, John, Claudette; 1 abstention – Ed).

7.6.5 Weed cutting

Motion: Jean motioned and Ed seconded to cut the weeds during the first week of July four feet into the easements along the paved roads in North at a cost of $1,600. Motion carried by voice vote (7 in favor; 3 opposed – Claudette, Tim, Gerald; 1 abstention – John).

With regard to the cost of chip sealing the paved roads in North, the next step would be to explore funding options; the Livingston branch of Bank of the Rockies has a commercial loan officer.
Action Item: Jean – *discuss with Bank of the Rockies commercial loan officer the requirements for taking out a loan to fund chip sealing.*

Action Item: *Newman – forward to John C. Chris Desborough's proposal for road repair to fix the flooding issue by his house.*

7.7 Legal Committee Report

7.7.1 Change in Legal Committee

Motion: Claudette motioned and Tim seconded to add John M to the Legal Committee. **Motion passed unanimously** by voice vote.

7.8 Complaint Committee

7.8.1 Hanan on Brookhart closure letter

Motion: Aija- Mara motioned and Jerry seconded to send the committee's letter to Sabrina Hanan. **Motion carried unanimously.** (10 present)

7.8.2 Newby closure letter

Motion: Aija-Mara motioned and Jerry seconded to send the committee's letter to Debbie Newby. Motion carried by voice vote (9 in favor; 1 opposed – Tim).
Action Item: *Karleen – change letter date to the date sent.*

7.8.3 Van Uden status

The Complaint Committee looked at the Van Uden property where they saw multiple inoperable cars.
Action Item: *Complaint Committee – write letter to Van Udens requesting they remove the inoperable vehicles.*

7.8.4 Sherwood

Motion: Jerry motioned and Aija-Mara seconded to send the committee's letter to the Sherwoods. Motion carried by voice vote (9 in favor; 1 opposed – Newman).

7.8.5 Noise/shooting

Shooting is legal in Glastonbury.
Action Item: ***Charlotte/Karleen – include firearms policy in the newsletter.***

7.9 Governing Documents Committee

7.9.1 Member comments on Restated Bylaws draft

Andrea reported that eleven landowners sent in comments about the proposed bylaws changes, five appreciated their work, and one appreciated being asked; they brought up issues of consistency, confusions, things that might create problems operationally; other comments expressed opinions; some proposed other changes that they hadn't even imagined, the latter of which weren't incorporated into the final edits.

7.9.2 Restated Bylaws Vote package for board approval to mail to membership

Motion: Andrea moved and Tim seconded that the board approve the report to the board and the package to be sent out to landowners for the proposed Bylaws changes . Motion carried by voice vote (8 in favor; 2 opposed – Tim, Claudette).

8. Approve minutes: Board meeting May 4, 2020

Motion: Jerry motioned and Gerald seconded to approve the May 4th meeting minutes with the minor changes noted to 65.1, 6.5.2 and 6.5.6. **Motion carried** by voice vote (9 in favor; 1 opposed – Tim).

9. Ombudsman Reports

10. Finished Business

9.1 Email Votes

1. 5/5-7/20 **Motion:** Jerry motioned and Tim seconded to adopt the attached correction text regarding the pet article printed in the March newsletter for inclusion in the June newsletter. **Motion carried** (8 in favor – Jerry, Tim, Andrea, Jean, Claudette, John, Gerald, Ken; 4 didn't vote – Newman, Charlotte, Ed, Aija-Mara).

2. 5/12-13/20 **Motion:** Charlotte motioned and Tim seconded that the letter to two landowners requesting hardship waivers be reworded to state that we are planning a donation button on the web site for landowners to donate. Donations are for people who are having a hard time paying their assessments during these trying times of the Corona Virus. The donation button is being worked on and will be up soon. **Amended motion:** Charlotte motioned and Claudette seconded to change the language in the letters to two landowners requesting hardship waivers to say "will be" instead of "has been" in the sentence referring to the donation button. **Motion carried** (9 in favor – Charlotte, Claudette, John, Jerry, Ken; Jean, Andrea, Tim, Newman; 3 didn't vote – Aija-Mara, Ed, Gerald.

3. 5/20-21/20 **Motion:** Charlotte made a motion that the restated Bylaws draft not include election procedures. **Motion failed**, no second.

11. Visiting Landowner Input Period

12. Adjournment – 12:07 a.m.

The meeting was adjourned at 12:07.

13. Next Board Meeting: July 13, 2020

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – *Final*

July 13, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:10 p.m.

   PRESENT: Newman Brozovsky (President), Charlotte Mizzi (Secretary, phone), Jean Carp (Treasurer, left at 10:20 pm), Aija-Mara Accatino, Tim Brockett (phone), Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, John McAlister, Andrea Sedlak (phone).
   ABSENT: Jerry Ladewig.
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Mike Adkins (representing Mark Scariano), Donna Anderson; Miriam Barker (phone), Joe Bezotsky (phone), John Carp (phone), Sabrina Hanan (phone), Kelly Kirk, Martha McAlister (phone), Debbie Newby (phone), George Roscoe (phone), Lucas Schad (representing Mark Scariano), Mark Seaver (phone), Chad Stone & Family, Erica Stone (phone), Kevin VanUden, Richard Will (phone).

2. **Announce meeting being recorded**

3. **Commence Special Meeting**
   - **3.1 Conversation with candidates to fill SG seat**
     Erica Stone, new to Glastonbury, expressed interest in getting involved in the community; she currently owns a business in Livingston and previously owned a business in Gardiner, sees herself as outgoing, a good communicator, does her own bookkeeping through an accountant and has retained her employees since she bought the store.
   - **3.2 Vote to fill SG seat**
     Erica Stone 7 yes, 2 no votes by secret paper ballot.

4. **Commence Regular Monthly Board Meeting**
   - **4.1 Seat new board member**
     Erica Stone was unavailable for the rest of the meeting.

5. **Set Agenda**
   Add 8.1.1A Conduct unbecoming.

6. **Visiting Landowner Input Period**
   Chad Stone asked the board to recognize the service others have given by allowing 100% disabled vets to receive a reduction or elimination of assessments in perpetuity. **Motion:** Gerald motioned and Jean seconded that the board begin the process to change the Articles of Incorporation to help vets with their assessments. **Motion failed** (5 in favor – Ed, Gerald, Aija-Mara, Jean, Tim; 2 opposed – John, Andrea; 2 abstentions – Charlotte, Newman; 1 recusal – Claudette). Joe Bezotsky asked whether the payment plan forms had been changed yet.

7. **NEW BUSINESS**
   - **7.1 Vote to fill VP position**
     Previous nomination of Jerry – 8 no, 2 yes votes by secret paper ballot.

8. **Officer and Committee Reports**
   - **8.1 President's Report**
     - **8.1.1A Conduct Unbecoming**
       Newman spoke with the board about Tim's violation of the Covenants (meant Bylaws) and that he published as a director his Governing Documents ballot on the Forum. As chair of the Legal Committee, he recommended the board censure Tim. **Motion:** Jean motioned and Ed seconded to censure Tim. **Motion carried**

by secret paper ballot (8 yes, 1 no).

8.1.1 Board meeting venue & phone line
Action Item: ***Charlotte – find out the specific amount and details of renting Liberty Hall for board meetings with the ability to put in a phone line.***

8.1.2 Parkland mowing & committee?
Motion: Ed motioned and Gerald seconded to move money to mow the parkland. **Motion carried** (9 in favor and 1 opposed – Tim) by voice vote.

8.2 Project Review Committee Report

8.2.1 NG 23 Aaron Cain subdivision / road
Ed reported that the committee checked the site and everything looked to be in order. **Motion:** Ed motioned and John seconded to approve Cain's minor subdivision, shared road and driveway in North Glastonbury; **Motion carried** (9 in favor and 1 abstention – Gerald) by voice vote.

8.2.2 SG 46-A VanUden garage and cabin issues
Gerald reported that Kevin VanUden built a portion of his newly built unapproved garage and cabin on his neighbor's property. His neighbor indicated that discussions were in progress. Mike Adkins was introduced as someone who could advise on moving the garage or alternative changes to the structure.

8.2.3 NG 64 Scariano proposal
Motion: John moved and Gerald seconded to accept the proposal submitted by Lucas Schad on behalf of Mr. Scariano as a starting point in negotiating a variance. **Motion carried** (7 in favor and 3 opposed – Tim, Ed, Jean) by voice vote. Discussion involved the clarification that seeking a variance is a negotiation process that might include the requirement to widen the road and a legal agreement prohibiting renting the apartments. **Motion:** Gerald motioned and Jean seconded to allow Mr. Scariano to finish the sanitary system and close up the pits. Motion carried by voice vote (9 in favor and 1 opposed – Ed). Next PRC meeting to start the variance process was set for Monday July 20th.

8.2.4 Claudette on PRC
John nominated Claudette to the PRC. **Appointment failed** (5 yes, 5 no votes by secret paper ballot.

8.3 Treasurer's Reports

8.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary June 30, 2020
All of the assessment statements were sent to landowners; Jean recommended opening a brand new PayPal account to remove Mark Seaver's name from the system; the suggestion was made to call people on the customer balance sheet with small balances; there was a discrepancy between the bills and what the report said, and figures were not consistent among the reports. No motion was made to approve the June 30th financial reports.

8.4 Secretary's Report

8.4.1 Newsletter
Motion: Charlotte moved and Andrea seconded to approve the newsletter with suggested edits to the Driving Safety and Firearms articles. **Motion carried** by voice vote (8 in favor, 1 opposed – Claudette).

8.4.2 Regulation for shooting/noise
Tabled.

8.5 Governing Documents Committee

8.5.1 Rule 2.01 attorney recommended edits

Motion: Charlotte moved and Jean seconded to accept the revised version of Rule 2.01. **Motion carried** by voice vote (7 in favor, 3 opposed – Claudette, Ed and Tim).

8.5.2 Reminder email sent to LOs

Three landowners contacted Andrea for new Bylaws ballots as a result of her emailed reminder to vote. Using the email registered with the GLA, Andrea sent the ballots with instructions on how to return them.

8.5.3 Adaptation of election procedures to Bylaws ballot

All procedures used for safeguarding the validity of the annual election were being used for this vote.

8.5.4 Bylaws ballot returns to date

Eighty-four envelopes had been returned at that point and at least three more were expected to come in.

8.5.5 Number needed for quorum

As of June 30th, there were 325 eligible lots in good standing and quorum was set at 81 ballots. Envelopes that came in by June 30th or before were noted so that any checks included in the envelopes would count as being paid on time. Quorum would be adjusted accordingly.

8.6 Election

8.6.1 Double ballot issue

Motion: Charlotte moved and no one seconded to not to allow double (replacement) ballots during the regular election in November. **Motion failed.**

8.7 Road / Management Committee Report

8.7.1 South spring road maintenance

Tim communicated with Standish about what needed to be done in upper South beyond Polaris and asked for board permission to work with him on a proposal for the board to discuss. **Motion:** Gerald moved and John seconded for the board to agree to have Tim talk to Standish about what needs to be done, **Motion carried unanimously.**

8.7.2 North MgCl work; Capricorn and Gemini repair

Standish overspent the $2,500 budget by $700 for blading and rolling because he needed a water truck; John C. asked him to include the truck in his bids and then remove it if the truck wasn't needed. **Motion:** John M. moved and Gerald seconded to not pay the $700. **Motion carried** (8 in favor, 1 abstention – Ed).

8.7.3 North asphalt repair work

Standish was to start asphalt repair July 20; there were two spots that he had bid on; a third spot on Sirius Drive still needed an updated bid – the original was $3,000 for 10 feet wide but the area was actually 30 feet wide.

8.7.4 North weed mowing

Greg Shelton mowed North's paved roads and charged far less than budgeted; he can also mow the soccer field. **Motion:** Andrea moved and Claudette seconded that the board approve Tim to consult on the need for mowing High South. **Motion carried unanimous** by voice vote.

Action Item: ***John C. – give Greg's number to Ed so he can show him where to mow South.***

8.7.5 North chip seal funding

Jean met with officers at Bank of the Rockies about getting a loan for chip sealing. Although it would be new territory for them, they expressed willingness to work with the GLA. Wharton's bid for chip sealing, good for one year, was $110,000.

8.7.6 North road sign update
New signs were installed on Capricorn, Liberty Lane, the Gemini hill and Caspari; a sign for Starlight Lane was ordered.

8.7.7 New Road Committee applicant
John C. nominated Claudette to be on the Road Committee. **Appointment carried** (8 yes, 1 no votes by secret paper ballot).

8.8 Complaint Committee

8.8.1 VanUden eyesores letter
Motion: Aija-Mara moved and Claudette seconded to send out the committee's letter to the VanUden's. **Motion carried unanimously** by voice vote.

9. Approve minutes: February 17 BOD, March 9 BOD, June 8, 2020 BOD and June 4 BOD Closed
Motion: John moved and Claudette seconded to approve all of the meeting minutes with edits to June 8th. **Motion carried unanimously** by voice vote.

10. Ombudsman Reports
Miriam had no report.

11. Finished Business

11.1 Email Votes

1. 5/8/20 **Motion:** Tim motioned and Jerry seconded that the matter of indemnification be moved from the closed meeting to the public portion of tonight's Board Meeting. **Motion failed** (5 in favor – Tim, Jerry, Claudette, John, Andrea; 7 didn't vote – Newman, Ken, Charlotte, Jean, Gerald, Ed, Aija-Mara).

2. 6/13-15/20 **Motion:** Tim motioned and Ken seconded that upon Ken's pending resignation as a BOD director that Director Jerry Ladewig be accepted as the new Vice President of the GLA. **Motion stalled** (3 In favor – Tim, Ken, Andrea; 9 didn't vote within 3 days – Aija-Mara, Newman, Jean, Claudette, Ed, Gerald, Jerry, John, Charlotte).

3. 6/15-17/20 **Motion:** Newman motioned and Charlotte seconded to go with the $1 million insurance that covers the board and employee at a cost of $1,527. **Motion withdrawn.** (7 in favor – Newman, Charlotte, Jean, Gerald, Ed, Aija-Mara, Ken; 1 opposed - John; 4 didn't vote).

4. 6/19/20 **Motion:** Ken moved and Claudette seconded that the Board approve sending the attached letter to Mr. Seaver by our attorney. **Motion carried** (6 in favor – Ken, Claudette, John, Jerry, Aija-Mara, Tim; 3 didn't vote – Jean, Ed, Gerald; 3 absent – Newman, Charlotte, Andrea).

12. Visiting Landowner Input Period

13. Adjournment
The open meeting was adjourned at 11:36.

14. Next Board Meeting: August 10, 2020

15. Closed Session start
Newman called the closed session to order at 11:38 pm.

15.1 Legal updates
Seaver lawsuit – waiting to receive final settlement paperwork.

Brockett Bylaws vote issue – **Motion:** Charlotte motioned and Gerald seconded to extend the Bylaws vote to August 15th, allowing landowners to revote if need be. **Motion carried** by voice vote (8 in favor, 1 opposed – Tim).

The closed session was adjourned at 12:14 am.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 10, 2020 – 7:00 pm

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence (7:00 p.m.)**
2. **Announce meeting being recorded**
3. **Set Agenda**
4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
5. **UNFINISHED BUSINESS**
6. **Officer and Committee Reports**
   - 6.1 President's Report – NB
     - 6.1.1 Nominations and appointment of treasurer
     - 6.1.2 Nominations and appointment of vice president
   - 6.2 Project Review Committee Report – GD
     - 6.2.1 NG 62 Smith - addition
     - 6.2.2 SG 22-D Lee – well
     - 6.2.3 SG 48 Stomierowski – residence and garage
   - 6.3 Secretary's Report – CM
     - 6.3.1 Board notify email list re: malicious email
     - 6.3.2 Vote to renew ban on O'Connell's contacts with the GLA
   - 6.4 Treasurer's Report
     - 6.4.1 No report
   - 6.5 Road / Management Committee Report – JC/ED
     - 6.5.1 North fall road maintenance
     - 6.5.2 Erosion and guard rail repair upper Gemini Hill
     - 6.5.3 South fall road maintenance
     - 6.5.4 Chip sealing for asphalt roads
     - 6.5.5 North and South easement weed mowing
     - 6.5.6 Soccer field mowing
     - 6.5.7 Pisces ditch repair
     - 6.5.8 Sirius Rd easement status
   - 6.6 Complaint Committee – JL/AMA
     - 6.6.1 Van Uden - AMA
     - 6.6.2 Sherwood - JL
   - 6.7 Governing Documents Committee - AS
     - 6.7.1 Summarize efforts to resolve concern about integrity of Restated Bylaws ballot
     - 6.7.1 Completed trainings of Ballot Counting volunteers
     - 6.7.1 Prepared and mailed re-do ballot packet
     - 6.7.1 Assessed impact of mail delays
     - 6.7.1 Motion to allow delinquent landowners who paid in full by July 31 to vote
   - 6.8 Election Committee Report – JL
     - 6.8.1 Election meeting survey results
     - 6.8.2 Meeting format
     - 6.8.2 John M. offered to help
7. **Approve minutes** July 13, 2020
8. **Ombudsman Reports**
9. **Finished Business**

9.1 Email Votes

1. 7/14/2020 **Motion:** Andrea moved that the board approve the attached draft letter regarding ballot time extension to go to landowners with the newsletter on the 15th. **Motion withdrawn** because we can not allow revocation of ballots.

2. 7/14/2020 **Motion:** Andrea moved and Tim seconded that the Board approve continuing the work on the current Membership vote on the Restated Bylaws. **Motion failed** (5 in favor – Andrea, Tim, John, Claudette, Jerry; 6 opposed – Charlotte, Jean, Gerald, Newman, Aija-Mara (by phone), Ed; 1 didn't vote –Erica).

3. 7/14-15/2020 **Motion:** Jean made a motion and Charlotte seconded for Erica Stone to be the new GLA Treasurer. **Motion failed failed** (2 in favor – Jean, Charlotte; 5 opposed – John, Claudette, Tim, Andrea, Jerry; 5 didn't vote – Newman, Gerald, Ed, Aija-Mara, Erica).

4. 7/15/2020 **Motion:** Charlotte made a motion and Gerald seconded to approve the attached letter from the Gov Docs Committee regarding the reasons for canceling the restated bylaws vote and to send it to landowners with the newsletter. **Motion failed** due to questions of conflict of interest in a previous vote (6 in favor – Charlotte, Gerald, Newman, Ed, Jean, Aija-Mara; 6 didn't vote – Andrea, Jerry, John, Tim, Erica, Claudette).

5. 7/16-17/2020 **Motion:** Andrea moved and Charlotte seconded that the Board approve re-doing the Restated Bylaws ballot, sending landowners a ballot packet with the attached cover letter. **Motion carried** (8 in favor – Andrea, Charlotte, Jerry, Gerald, Jean, Newman, Aija-Mara (by phone), Ed (clarification by phone); 2 opposed – John, Claudette; 2 didn't vote – Tim, Erica).

6. 7/24-25/2020 **Motion:** John moved and Claudette seconded that the board approve the attached letter from Seth be sent by the attorney to Scariano as soon as possible with the timeframe for reply changed from 15 days to 5 (changed back to 15 days to correspond with gov docs). **Motion carried** (9 in favor – John, Claudette, Charlotte, Jerry, Tim, Newman, Aija-Mara, Gerald, Andrea; 3 didn't vote – Ed, Erica, Jean).

7. 7/27-30/2020 **Motion:** Tim made a motion and John seconded that the GLA schedule a Special Meeting within 7 days for the expressed purpose of the election of officers, a Vice President and Treasurer. **Motion failed** (5 in favor – Tim, John, Claudette, Andrea, Erica; 5 opposed – Charlotte, Jean, Gerald, Ed, Aija-Mara; 2 didn't vote – Jerry, Newman).

8. 8/5-6/2020 **Motion:** John moved and Tim seconded that the attached letter be approved by the board and sent by Newman to Mr. & Ms. Brookhart as soon as possible. **Motion carried** (9 in favor – John, Tim, Claudette, Charlotte, Aija-Mara, Andrea, Gerald, Newman, Jerry; 3 didn't vote – Jean, Ed, Erica).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

11. Adjournment

12. Next Board Meeting: September 14, 2020

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - *Draft*

August 10, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:10 p.m.

   PRESENT: Newman Brozovsky (President), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Jean Carp, Claudette Dirkers, Ed Dobrowski (phone), Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak (phone), Erica Stone.
   Also Attending: Karleen McSherry (Administrator, phone)
   Landowners: Donna Andersen, Miriam Barker, Joe Bezotsky (phone until 8:05), Chris Brookhart (phone), Martha McAlister (phone), Debbie Newby (phone), George Roscoe (phone), Chad Stone & his family (until 7:30).

2. **Announce meeting being recorded**

3. **Set Agenda**
   Tim requested to have his censure revisited. Newman referred him to the email sent earlier with info on this topic from Seth.

4. **Visiting Landowner Input Period**
   Debbie Newby cited the President's Letter in the July newsletter asking which lawsuit was averted. Chad Stone followed up on his request to have his association dues waived due to being a 100% disabled veteran.
   Action Item: ***Jean - put something together for veterans to put before the landowners to vote on.***

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   6.1 President's Report
   6.1.1 Nominations and appointment of treasurer
   Nomination: Charlotte nominated John M. as Treasurer. **Vote:** Unanimous by secret paper ballot.

   6.1.2 Nominations and appointment of vice president
   Nomination: Charlotte nominated Jean and Gerald seconded; John nominated Claudette and Tim seconded; first vote by secret paper ballot: Jean-6, Claudette-4, no for either-2; second vote by secret paper ballot: Claudette- 4, Jean-5, write-in for Jerry-1, no for either-2. **Nomination:** Tim nominated John M. and Claudette seconded. Charlotte nominated Jean and Gerald seconded. Discussion re: just voting for John to break the impasse. First vote by secret paper ballots: 13 ballots (discarded). Second vote by secret paper ballot: 7 yes for John, 3 no, 2 for Jean.

   6.2 Project Review Committee Report
   6.2.1 NG 62 Smith - addition
   Motion: John moved and Charlotte seconded to accept D. Smith's addition application with the standard conditions of obtaining permits and reseeding. **Motion carried** by voice vote (11 yes, 1 no - Gerald).

   6.2.2 SG 22-D Lee - well
   Motion: Gerald moved and John seconded to accept Lee's well application with the standard conditions of obtaining permits and reseeding. **Motion carried** by voice vote unanimously.

6.2.3 SG 48 Stomierowski - residence and garage

Motion: John moved and Charlotte seconded to accept Stomierowski's residence and garage project application with the condition of obtaining all the necessary permits in advance of building. **Motion carried** by voice vote unanimously.

6.3 Secretary's Report

6.3.1 Board notify email list re: malicious email

Motion: Tim moved and Andrea seconded to send a letter using the wording from Andrea's email to the board to all on the email list saying it was a malicious email and this email would be approved by the board and attorney. **Motion carried** by voice vote unanimously.

6.3.2 Vote to renew ban on O'Connell's contacts with the GLA

Use wording from Andrea's email. **Motion:** Tim moved and John seconded to take the issue of the ban on the O'Connells to the attorney to find out what steps need to be taken to renew the restraining order against them. **Motion carried unanimously** by voice vote.

6.4 Treasurer's Report

6.4.1 No report

Motion: Charlotte motioned and Tim seconded that Erica be accepted on the Finance Committee. **Motion carried unanimously** by voice vote.

6.5 Road / Management Committee Report

6.5.1 North fall road maintenance

John C. reviewed road conditions the previous week and they were in good condition. He didn't foresee needing much work until October.

6.5.2 Erosion and guard rail repair upper Gemini Hill

The bottom of upper Gemini Hill experienced erosion from heavy rain and Scariano trucks and need to be repaired and the ditch cleaned for approximately $500 - $1,000.

6.5.3 South fall road maintenance

Action Item: ***Tim - meet with Standish to review repair needs.***
Action Item: ***Ed - recommend South maintenance work for September to Standish.***

6.5.4 Chip sealing for asphalt roads

The next step in the chip sealing process would be to ask Bank of the Rockies in Livingston to underwrite the $110,000 cost followed by taking the terms and amortization program to the community. Landowner payment plans would cost approximately $700 - $750 per lot.

6.5.5 North and South easement weed mowing

Greg Sheldon's bid to mow the two soccer fields was $400. **Motion:** Jean moved and Gerald seconded to hire Greg Sheldon to mow west Capricorn from Gemini to past Venus, ½ mile each side for $150. **Motion carried unanimously** by voice vote.
Motion: Jean motioned and Charlotte seconded for Greg Sheldon to mow Gemini to the gravel pit at Aries for $150. **Motion carried** by voice vote (10 In favor - Jean, Charlotte, Gerald, Andrea, John, Tim, Claudette, Erica, Aija-Mara, Newman; 1 opposed - Jerry; 1 didn't vote - Ed).

6.5.6 South Glastonbury Mowing

Motion: Charlotte moved and Claudette seconded to hire Byron Kassing for $1,600 to mow in September all 10.4 miles of SG roads at a minimum four feet width. **Motion carried unanimously** by voice vote. **Motion:** Charlotte motioned and Gerald seconded for Tim to write a contract for Kassing with all the stated specifications. **Motion carried unanmimously** by voice vote.

6.5.7 Pisces ditch repair

The GLA and Standish entered into a written agreement on the Pisces ditch repair job. Chris Desborough, who offered to pay half of the cost, approved the work with the condition that if there was any slow drainage, Standish would correct it. One of the culverts seemed to be a bit high. Lower it would function as reservoir and allow the water to drain. This was also an issue for Chris. Being close to the road. The committee agreed to get some T posts and reflectors to install along the deep area and was
considering getting a grate on opening to keep it from clogging.

Action Item: ***John C - get written agreement from Standish re: correcting the ditch if there is any slow drainage.***

Action Item: ***Richard Johnson - purchase and install T posts and reflectors along new Pisces ditch work.***

There were four or five potholes that needed to be repaired. It would likely cost about $200 for the cold patches that would be paid from the emergency repair fund.

6.5.8 Sirius Rd easement status

John C. reported that an area on Sirius Rd needed to be patched but was being held up by disagreement about who owns the road. Sirius is a platted road in the county court records and all landowners give an easement to the GLA to take care of their roads. All platted roads are the responsibility of the GLA.

6.6 Complaint Committee

6.6.1 Van Uden

A letter was sent giving the VanUdens 30 days to rectify their inoperable cars eyesore issues. Gerald reported that a boundary line adjustment between the neighbors would resolve the unauthorized garage & workshop issues.

Action Item: ***PRC - contact Mr. VanUden to file an application for the garage & workshop.***

6.6.2 Sherwood

Mr. Sherwood emailed the association about having moved all of his cars.

Action Item: ***Newman – To contact Mr. Sherwood to make an inspection appointment about other eyesores on the property.***

6.7 Governing Documents Committee

6.7.1 Summarize efforts to resolve concern about integrity of Restated Bylaws ballot

The committee made several attempts to resolve the concern about the bylaws vote and finally recommended to the board to redo the ballot as soon as possible. The motion to redo the bylaws ballot by August 22 was passed by the board by email vote.

6.7.2 Completed trainings of Ballot Counting volunteers

Volunteers were trained via Zoom meeting on July 17th & 18th. Sessions were recorded so volunteers could review them closer to the redo ballot counting.

6.7.3 Prepared and mailed re-do ballot packet

The redo ballots were mailed July 24th and were due back August 20th. Because of mail delays, the deadline was extended to August 22nd.

6.7.4 Assessed impact of mail delays

Andrea reported receiving the first of her packets 5 days after they were mailed, the second 8 days after and the third 10 days after. An email was sent to landowners for whom the GLA had an email address for their feedback about mail delays. The committee was to decide upon remedial action. To date, 69 envelopes had been returned.

6.7.5 Motion to allow delinquent landowners who paid in full by July 31 to vote

Motion: Andrea moved and Jerry seconded that the landowners who were ineligible on June 30 due to unpaid assessments who fully paid all they owe by July 31 be considered eligible for the August re-do ballot vote. **Motion carried** voice vote (5 in favor - Jerry, Newman, Charlotte, Aija-Mara, Andrea; 3 recusals - John, Tim, Claudette). Discussion revolved around the issue of whether the June 30 date was in line with the covenants.

Action Item: ***John - provide Gov Docs Committee with a pristine list of who was in good standing as of July 31.***

6.8 Election Committee Report

6.8.1 Election meeting survey results

Jerry Ladwig reported that eighty-nine election meeting surveys were returned with the result being a preference for a modified meeting rather than only mail-in ballots.

6.8.2 Meeting format

Motion: Jerry moved and Andrea seconded to conduct a modified meeting for the November election. **Motion carried** by voice vote (5 in favor - Charlotte, Jerry, Aija-Mara, Andrea, John; 3 opposed - Tim, Newman, Claudette).

6.8.2 John M. offered to help

7. Approve minutes July 13, 2020

Motion: Charlotte motioned and Aija-Mara seconded to approve the July 13th meeting minutes amending them by removing 8.7.3 and changing the wording of 8.7.4 to "Greg Shelton can mow the soccer field." **Motion carried** by voice vote (7 in favor - Charlotte, Aija-Mara, Andrea, John, Tim, Claudette, Newman; 1 abstention - Jerry).

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 7/14/2020 **Motion:** Andrea moved that the board approve the attached draft letter regarding ballot time extension to go to landowners with the newsletter on the 15th. **Motion withdrawn** because we cannot allow revocation of ballots.

2. 7/14/2020 **Motion:** Andrea moved and Tim seconded that the Board approve continuing the work on the current Membership vote on the Restated Bylaws. **Motion failed** (5 in favor - Andrea, Tim, John, Claudette, Jerry; 6 opposed - Charlotte, Jean, Gerald, Newman, Aija-Mara (by phone), Ed; 1 didn't vote -Erica).

3. 7/14-15/2020 **Motion:** Jean made a motion and Charlotte seconded for Erica Stone to be the new GLA Treasurer. **Motion failed failed** (2 in favor - Jean, Charlotte; 5 opposed - John, Claudette, Tim, Andrea, Jerry; 5 didn't vote - Newman, Gerald, Ed, Aija-Mara, Erica).

4. 7/15/2020 **Motion:** Charlotte made a motion and Gerald seconded to approve the attached letter from the Gov Docs Committee regarding the reasons for canceling the restated bylaws vote and to send it to landowners with the newsletter. **Motion failed** due to questions of conflict of interest in a previous vote (6 in favor - Charlotte, Gerald, Newman, Ed, Jean, Aija-Mara; 6 didn't vote - Andrea, Jerry, John, Tim, Erica, Claudette).

5. 7/16-17/2020 **Motion:** Andrea moved and Charlotte seconded that the Board approve re-doing the Restated Bylaws ballot, sending landowners a ballot packet with the attached cover letter. **Motion carried** (8 in favor - Andrea, Charlotte, Jerry, Gerald, Jean, Newman, Aija-Mara (by phone), Ed (clarification by phone); 2 opposed - John, Claudette; 2 didn't vote - Tim, Erica).

6. 7/24-25/2020 **Motion:** John moved and Claudette seconded that the board approve the attached letter from Seth be sent by the attorney to Scariano as soon as possible with the timeframe for reply changed from 15 days to 5 (changed back to 15 days to correspond with gov docs). **Motion carried** (9 in favor - John, Claudette, Charlotte, Jerry, Tim, Newman, Aija-Mara, Gerald, Andrea; 3 didn't vote - Ed, Erica, Jean).

7. 7/27-30/2020 **Motion:** Tim made a motion and John seconded that the GLA schedule a Special Meeting within 7 days for the expressed purpose of the election of officers, a Vice President and Treasurer. **Motion failed** (5 in favor - Tim, John, Claudette, Andrea, Erica; 5 opposed - Charlotte, Jean, Gerald, Ed, Aija-Mara; 2 didn't vote - Jerry, Newman).

8. 8/5-6/2020 **Motion:** John moved and Tim seconded that the attached letter be approved by the board and sent by Newman to Mr. & Ms. Brookhart as soon as possible. **Motion carried** (9 in favor - John, Tim, Claudette, Charlotte, Aija-Mara, Andrea, Gerald, Newman, Jerry; 3 didn't vote - Jean, Ed, Erica).

10. Visiting Landowner Input Period

Donna Andersen expressed concern about directors who leave the meeting early and requested this issue be put on next meeting's agenda.

11. Adjournment

The meeting was adjourned at 11:27 p.m.

12. Next Board Meeting: September 14, 2020

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 14, 2020 – 7:00 pm

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence (7:00 p.m.)**
2. **Announce meeting being recorded**
3. **Set Agenda**
4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
5. **UNFINISHED BUSINESS**
6. **Officer and Committee Reports**
   - 6.1 President's Report – NB
     - 6.1.1 Board meetings running too long
     - 6.1.2 Hanan email issue
     - 6.1.3 BOD monthly & committee meetings venue
   - 6.2 Project Review Committee Report – GD
     - 6.2.1 NG 8 A-1 Andersen – hoop green house
     - 6.2.2 NG 40-1 Buford – storage container
     - 6.2.3 NG 70 Roscoe – residence et al
     - 6.2.4 SG 51-C Barnasevitch – garage, driveway
     - 6.2.5 SG 51-B Schmitt – septic, driveway
     - 6.2.6 SG 51-D Schmitt/Eaton – Guest house, septic, driveway
     - 6.2.7 Update NG 54-D Brookhart
   - 6.3 Secretary's Report – CM
     - 6.3.1 Newsletter?
   - 6.4 Treasurer's Report
     - 6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary August 31, 2020
   - 6.5 Legal Committee Report – NB
     - 6.5.1 Approve letter to Salvato
     - 6.5.2 Term limits
   - 6.6 Road / Management Committee Report – JC/ED
     - 6.6.1 Approve North fall road maintenance funding
     - 6.6.2 Approve South fall road maintenance funding
     - 6.6.3 Sirius asphalt repair
     - 6.6.4 Additional North weed mowing
     - 6.6.5 Glastonbury maintenance contract employee
     - 6.6.6 North asphalt road chip sealing status
     - 6.6.7 Hercules guardrail repairs
     - 6.6.8 Soccer field building painting
     - 6.6.9 Upper Gemini hill guardrail
     - 6.6.10 Listing snowplow contractors on the website
   - 6.7 Complaint Committee – JL/AMA
     - 6.7.1 Anderson letter
     - 6.7.2 VanUden
     - 6.7.3 Sherwood
   - 6.8 Governing Documents Committee - AS
     - 6.8.1 Board certification of the Restated Bylaws document
   - 6.9 Election Committee Report – JL

6.9.1 Election Committee report
6.9.2 Approve vote mailing documents
6.9.3 November 14 virtual meeting
6.9.4 November 14 meeting venue

7. **Approve minutes August 10, 2020**

8. **Ombudsman Reports**

9. **Finished Business**
   9.1 Email Votes
   1. 8/18-20/20 **Motion:** Andrea moved and Jerry seconded that the board approve the attached three documents calling for nominations to be mailed to members. **Motion carried** (9 in favor – Andrea, Jerry, Charlotte, Gerald, Jean, Aija-Mara, Newman, Claudette, John; 1 opposed – Tim; 2 didn't vote – Ed, Erica).

   2. 8/18/20 **Motion:** Jerry motioned that Andrea, Charlotte and John be named to the election committee. **Motion stalled** (1 in favor – Jerry; 0 opposed; 11 didn't vote).

   3. 8/21-23/20 **Motion:** Tim made a motion and Andrea seconded that the GLA Board task attorney Seth Cunningham with the job of seeking a cease and desist order for NG 46 ASAP. **Amended Motion:** Tim amended the motion to read NG 64. **Motion carried** (8 in favor – Tim, Andrea, Gerald, Jean, Claudette, John, Erica, Jerry; 4 didn't vote – Charlotte, Newman, Ed, Aija-Mara).

   4. 8/22/20 **Motion:** Gerald made a motion and Aija-Mara seconded to rent Liberty Hall on a month to month basis for $100 per month. **Amended motion:** that the $100/mon fee includes Wi-Fi and committee meetings. **Motion withdrawn** due to a conflict of interest.

   5. 8/24-25/20 **Motion:** Andrea moved and John seconded that the board approve including the attached announcement in the call for nominations packet. **Motion carried** (8 in favor – Andrea, John, Claudette, Newman, Gerald, Jerry, Erica, Charlotte,; 1 opposed – Tim; 3 didn't vote – Aija-Mara, Ed, Jean).

   6. 8/27/20 **Motion:** Charlotte made a motion and Gerald seconded that the board give permission to Ian Scott for the use of the soccer field on September 5, 2020 for a rugby match. **Motion stalled** (3 in favor – Charlotte, Gerald, Aija-Mara; 1 opposed – Tim; 8 didn't vote – Andrea, Claudette, Ed, Erica, Jean, Jerry, John, Newman,).

10. **Visiting Landowner Input Period –** (15 minutes, up to 3 minutes per speaker)

11. **Adjournment**

12. **Next Board Meeting: October 12, 2020**

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes (Draft)

September 14, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence (7:00 p.m.)**
   The meeting was called to order by Newman Brozovsky at 7:08 p.m.

   PRESENT: Newman Brozovsky (President), John McAlister (Vice President/Treasurer), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett (by phone), Claudette Dirkers, Ed Dobrowski (8:09 arrival), Gerald Dubiel, Jerry Ladewig, Andrea Sedlak (by phone), Erica Stone.
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Donna Andersen, Miriam Barker, John Carp, Denise Diehl, Sabrina Hanan, Martha McAlister, George Roscoe, Mark Seaver, Joel Bonner (by phone). Jill & Mike Barnasevitch, Steven Weisman, Martha McAlister, Ed, Leo Keeler, George Roscoe, Joel Bonner (all phone); in person – Sabrina Hanan,, Donna Andersen, Ben Van Der Vegt, Richard Mead, Pedro Pinardo, JT Schmitt, Dennis Briggs, Edward Anderson, Jordan Schreiber, Ron Wartman, Ron Price, Annie Bartholomew, Jamaica Bartholomew, William Smith, Sage LaBlanc, Rebecca Thompson, Miriam Barker; Leticia Sandoval;

2. **Announce meeting being recorded**

3. **Set Agenda**
   Move Legal Committee to after project review

4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Ron Wartman, project completion, wants bond back, **Motion:** Gerald makes a motion to give him his $120 back, Tim seconded, **Motion carried unanimously. Action Item:** Karleen - check to make sure just $110.

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   6.1 President's Report
   6.1.1 Board meetings running too long
   Need to move things along to finish earlier.

   6.1.2 Hanan email issue
   Her email went to spam, not being blocked by board members. Tim as webmaster doesn't have access to board email; John has email problem, **Motion:** John motioned to give Tim the board email acct; Gerald seconded, **Motion carried see roll call sheet.**

   6.1.3 BOD monthly & committee meetings venue
   Liberty Hall Venue - Road Committee, PRC, Legal, Committee, the cost per meeting is $30/mo; Proposed contract for all meetings at Liberty Hall is $100/mo. which includes Board and all committee meetings. Wifi and plowing in the winter is included; contract is for a month to month lease, **Motion:** Tim motioned to have monthly board meetings at Emigrant Hall, committees can go wherever they want to go; Jerry seconded; **Motion carried by roll call. 8 yes and 3 no**

   6.2 Project Review Committee Report – GD
   6.2.1 NG 8 A-1 Andersen – hoop house
   Motion: Gerald moved and Charlotte seconded to approve approve her high tunnel hoop house. Gerald amended motion to waive all fees except the application fee. **Motion carried unanimously by voice vote.**

   6.2.2 NG 40-1 Buford – storage container
   Meets setbacks however it is a steel container and is not congruent with other structures. Tim stated Dan Kehoe Sr who was a board member passed a motion in

2000 banning storage containers in Glastonbury, Currently surrounding neighbors sent in objections and are against it, Their concerns were that it detracts from property values. William Smith – previous motion should be available for people to know; Charlotte commented that it is against master plan; ask that Lisa' application fee be refunded; Andrea pointed out a section on website called standards; **Motion:** Gerald moved and Aija-Mara seconded to approve the project because the setbacks are correct. **Motion fails because of no second.**
Motion: Charlotte motions and Aija-Mara seconds to deny the project due to the steel contain is not in conformance with the master plan. Section 2.0, 1.4 and 1.7. William Smith said that the container can it be painted and could be landscaped with plants around it. Richard Mead commented that the container would impact property values and cannot agree with it; William Smith withdraw the application, He also suggested that the container could be moved farther off road, Motion to deny passed by roll call vote. William & Sage left at 8:20.

6.2.3 NG 70 Roscoe – residence et al
Motion: Gerald made a motion to approve the application with condition of going out to check grade of driveway Charlotte seconds motions. **Motion carried by voice vote. (unanimous).**

6.2.4 SG 51-C Barnasevitch – garage, driveway
Motion: Gerald moved and Charlotte seconded to approve the proposed garage and driveway and that it meets all conditions on the report. Any adjustments have to be done through the planning dept or DEQ. **Motion carried by voice vote 9 yes 2 no – John & Jerry.** John noticed two driveways there. The application included a court ordered survey with DEQ house sites, sanitary systems, driveways, everything completed by engineering firm; building garage & driveway, 51- C & D,

6.2.5 SG 51-B Schmitt – septic, driveway
Shared drive with A&B waiting for approval by county **Motion:** Gerald motioned and Charlotte seconded to approve the project with the condition it is approved by the county and DEQ. Such approved needs to be submitted to the Board. **Motion carries by voice vote unanimously.**

6.2.6 SG 51-D Schmitt/Eaton – Guest house, septic, driveway
Motion: Gerald motioned to approve project, Charlotte seconded with the condition that the disturbed land be seeded. **Motion carried by voice vote unanimously.**

6.2.7 Update NG 54-D Brookhart
Gerald called Chris and told him to stop work; As of Thursday of last week, work has stopped. We did receive an incomplete application and check. Claudette found motion from early 2000s for fining $250 for people who build without application. **Motion:** Charlotte motioned and Aija-Mara seconded to fine him $250. **Motion withdrawn and recommend it be taken to the legal committee.**

6.2.8 Fines
Committee working on a fine procedures .

6.3 Secretary's Report – CM

6.3.1 Newsletter
Motion: Charlotte moved and Tim seconded to have a one-page newsletter to present the results of the gov docs election. **Motion carries unanimously.**

6.4 Treasurer's Report

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary August 31, 2020

John M. explained that he was meeting with accountant and was returning for another educational session; **Motion:** John moved and Claudette seconded to accept financial report. **Motion carries unanimously.**

6.5 Legal Committee Report – NB

6.5.1 Approve letter to Salvato

Letter explains GLA platted roads; The Glastonbury road network is presently composed of both platted and unplatted roads, the definition of which delineates our responsibility for maintenance, per the GLA Covenants.

Charlotte's to email letter.

6.5.2 Term limits

Since there were questions as to when term limits took place Newman took the question to Seth. Our attorney wrote a letter stating that term limits are not retroactive. Some board members decided not to take the advice of our attorney. **Motion:** Andrea moved and Jerry seconded that directors who have served two consecutive terms this fall are off the board for one annual cycle. **Motion carries by roll call vote. 7 yes, 3 no, 1 abstain**

Andrea stated that Newman consulted Seth without legal committee or board. She claimed fiduciary malfeasance; **Motion** – Andrea moved and Tim seconded to censure Newman for going to board's attorney without being authorized by the board because it was in violation of bylaw 8A. Charlotte stated that this provision is not being applied consistently; not with Dennis and not with Leo who wasn't even a president; Tim said he is not sure a censure will accomplish anything. He recommended due process to take place for this type of violation. He mentioned that contacting the lawyer is a self-serving; He asked Newman to resign and to have a vote to recall him from presidency; **Amended motion:** Andrea considering whatever defense Newman can provide over the next 15 days, Tim seconds. **Amended motion carries unanimously** by roll call vote.

6.6 Road / Management Committee Report – JC/ED

6.6.1 Approve North fall road maintenance funding

John Carp received a $11,238 bid from Chad; $1200 over budget because more work on the three hills needing mag chloride; 3 hills (Taurus, Venus, Gemini) will have to be done on a regular basis; do in fall to last longest; Tim recommends doing mag chloride in June and two applications and get bids from others; get price re: Mag chloride from supplier; **Motion:** Gerald makes a motion that we accept Standish's proposal (over $1200); seconded Charlotte. **Motion carries by voice vote Tim opposed, all others yes – no Ed. Amended motion: Gerald motions to withdraw the first motion and make a new motion that Richard meets with Standish about the mag chloride and grading of the road. Charlotte seconds. Motion carries unanimously. Richard agrees to speak with Standish. Action Item: John C. - arrange the call with Standish. Action Item: John to introduce Richard to Standish and to give Richard North bid.**

6.6.2 Approve South fall road maintenance funding

Over budget by almost $4,000 because of mag chloride $8,150; Tim - just do gravel an maintenance, $1600, would need reserve funds; scrap mag Chloride, **Motion:** Tim made a motion and Claudette seconded to accept the proposed bid except the mag chloride and $16,000 for South Roads and not a penny over. Tim will talk with Standish about the above. **Motion carried by voice vote unanimously.**

6.6.3 Sirius asphalt repair

Claudette question this repair since it is not a platted road; money would have to be moved from another fund to cover this, emergency repair; $6,000. **Motion:** Tim makes a motion and Jerry seconded that we do not repair Sirius asphalt for $6,000 until we come to an agreement with CUT on status of roads. **Motion carries by voice vote unanimously.** Charlotte nominates Claudette to write the draft.

6.6.4 Additional North weed mowing

Greg Sheldon to mow 40x40 to get those sections cut for $100; snow plowing issue along guardrail on Sirius hill for $150. **Motion:** Charlotte motioned to approve mowing along sides of soccer fields and guardrails **Motion carries.**

6.6.5 Glastonbury maintenance contract employee

Made a motion to use Greg Sheldon, a handyman, to be a contract employee for repairs like snow fences, posts, sign, repairing potholes, chevrons, etc. at $20/hr. John would check/supervise his work in North; Tim – prefers people to bid on jobs; Claudette – volunteers in past; rather than contract employee. Bid by the job.

6.6.6 North asphalt road chip sealing status

Tabled.

6.6.7 Hercules guardrail repairs

Installed in 1999 by church; wood is all rotted; Tim will get bid and Standish can bid as well.

6.6.8 Soccer field building painting

John Carp state that the building is solid and recommended the building be painted by Greg Sheldon and the cost wouldn't be more than $500; labor and materials. Ron Wartman stated that the window and doors are rotten; **Motion:** Charlotte motioned to approve $500 to paint bldg and Gerald seconded. **Motion Charlotte, Newman, Andrea – yes; motion fails. Gerald left.**

6.6.9 Upper Gemini hill guardrail

Standish was going to give a bid but didn't; minimum to be done to make road safer in winter ($80,000 to widen road). Used guardrail.

6.6.10 Listing snowplow contractors on the website

Claudette – gather names of snowplowing contractors and put on website**.** Send to Charlotte and she'll give to Tim to post.

Ron Wartman stated that there is a ditch on Pisces causing retaining pond.

6.7 Complaint Committee – JL/AMA

6.7.1 Anderson letter

Motion: Jerry and AMA seconds to approve letter to J Anderson. **Motion carries unanimously by voice vote.**

6.7.2 VanUden

Write letter with a 7 day notice for inspection of his property to see what he has actually done.

6.7.3 Sherwood

Rec'd 7 day notice letter and he sent email denying GLA access; Newman – go to other property to see what they can still see and let him know.

6.8 Governing Documents Committee - AS

6.8.1 Board certification of the Restated Bylaws document

On Aug 26 the committee sent the board a report, history, how it proceeded to implement, and the final outcome. Board signed the restated bylaws. Andrea asked to have restated bylaws placed on website. Charlotte stated the document needs to be filed with county.

6.9 Election Committee Report – JL

6.9.1 Election Committee report

Nominate Andrea & Charlotte to be on the committee; Vote unanimous. Emigrant hall voting ballot dropoff; off-premise Zoom and uberconference of the meeting. Claudette – ballots on website.

6.9.2 Approve vote mailing documents

Motion: Jerry motioned and Andrea seconded to approve the documents with modification of the letter; **Motion carried unanimously.**

6.9.3 November 14 virtual meeting

Directions are in the mailing documents

6.9.4 November 14 meeting venue

Emigrant Hall.

7. Approve minutes August 10, 2020

Tabled. For Claudette's corrections and email vote.

8. Ombudsman Reports

Miriam stated multiple property owners can't vote if any property isn't paid; she referred to the in gov docs and Rakela lawsuit.

9. Finished Business

9.1 Email Votes

1. 8/18-20/20 **Motion:** Andrea moved and Jerry seconded that the board approve the attached three documents calling for nominations to be mailed to members. **Motion carried** (9 in favor – Andrea, Jerry, Charlotte, Gerald, Jean, Aija-Mara, Newman, Claudette, John; 1 opposed – Tim; 2 didn't vote – Ed, Erica).

2. 8/18/20 **Motion:** Jerry motioned that Andrea, Charlotte and John be named to the election committee. **Motion stalled** (1 in favor – Jerry; 0 opposed; 11 didn't vote).

3. 8/21-23/20 **Motion:** Tim made a motion and Andrea seconded that the GLA Board task attorney Seth Cunningham with the job of seeking a cease and desist order for NG 46 ASAP. **Amended Motion:** Tim amended the motion to read NG 64. **Motion carried** (8 in favor – Tim, Andrea, Gerald, Jean, Claudette, John, Erica, Jerry; 4 didn't vote – Charlotte, Newman, Ed, Aija-Mara).

4. 8/22/20 **Motion:** Gerald made a motion and Aija-Mara seconded to rent Liberty Hall on a month to month basis for $100 per month. **Amended motion:** that the $100/mon fee includes Wi-Fi and committee meetings. **Motion withdrawn** due to a conflict of interest.

5. 8/24-25/20 **Motion:** Andrea moved and John seconded that the board approve including the attached announcement in the call for nominations packet. **Motion carried** (8 in favor – Andrea, John, Claudette, Newman, Gerald, Jerry, Erica, Charlotte,; 1 opposed – Tim; 3 didn't vote – Aija-Mara, Ed, Jean).

6. 8/27/20 **Motion:** Charlotte made a motion and Gerald seconded that the board give permission to Ian Scott for the use of the soccer field on September 5, 2020 for a rugby match. **Motion stalled** (3 in favor – Charlotte, Gerald, Aija-Mara; 1 opposed – Tim; 8 didn't vote – Andrea, Claudette, Ed, Erica, Jean, Jerry, John, Newman,).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

11. Adjournment

Newman adjourned meeting at 12:37 a.m.

12. Next Board Meeting: October 12, 2020

Glastonbury Landowners Association, Inc.

Board of Directors – *Final*

January 13, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:05 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Claudette Dirkers, Gerald Dubiel, Jerry Ladewig, Andrea Sedlak.
   ABSENT: Ed Dobrowski
   Also: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Miriam & Charles Barker, Jeff Ladewig, Mark Seaver (by phone).

2. **Announce meeting being recorded**

3. **Set Agenda**

4. **Visiting Landowner Input Period**
   Donna Andersen appreciated hearing from Aija-Mara & Gerald regarding her phone call about fireworks.

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   - **6.1 President's Report – NB**
     - **6.1.1 Treasurer position**
       Newman announced that Chris Desborough had resigned as a board member and therefore as the treasurer. **Motion:** Newman nominated and Charlotte seconded Claudette as treasurer. **Motion carried unanimously.**
     - **6.1.2 Rule 2.01, Seth's comments**
       Action Item: ***Gov Docs Committee – work on incorporating Seth's suggested changes to Rule 2.01.***
   - **6.2 Project Review Committee Report – GD**
     Gerald reported that Scariano Holdings put in an application for a single story barn but seemed to be building a two- or three-story residential facility with up to eight units. **Motion:** Gerald motioned and Tim seconded that the GLA get an injunction to stop construction on Scariano Holdings property, NG 64, because it's against the Master Plan. **Motion carried unanimously. Motion:** Tim moved and Ken seconded that the Governing Documents Committee provide the board with input regarding imposing fines or other ways of influencing behaviors that violate all of the governing documents. **Motion carried unanimously** by voice vote.
     Action Item: ***Newman – send Scariano info to Seth.***
     Action Item: ***Karleen – send Newman the original Scariano application and paperwork***.
     Action Item: ***Project Review Committee – tighten up regulations to require work stoppage if landowner deviates from the submitted and approved plan; research possibility of including damages clause.***
   - **6.3 Secretary's Report – CM**
     - **6.3.1 January Newsletter, fireworks**
       Discussion regarding what if anything the GLA can do about loud and explosive fireworks displays, especially at unexpected times of the year.
     - **6.3.2 Community Property Committee**
       Action Item: ***Newman – add research of this issue to the Legal Committee agenda.***
   - **6.4 Treasurer's Report – KAM**

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Nov 2019

Motion: Charlotte motioned and Andrea seconded to accept both the November 2019 and 2019 End of Year treasurer's reports. **Motion carried** (7 in favor; 1 opposed – Tim, and 1 abstention – Claudette) by voice vote.

6.4.2 End of Year Report Dec 2019

6.4.4 Assessment balances of $5 and under

Motion: Charlotte motioned and Gerald seconded to write off any balances under a dollar at the end of the year. **Motion carried** (6 in favor – Gerald, Aija-Mara, Charlotte, Newman, Andrea, Jerry; 3 opposed – Tim, Claudette, Ken) by voice vote.

6.4.5 Assessment statement wording

Suggestions were made for changing the wording at the bottom of the assessment statements to reflect this year's dates.

6.5 Finance Committee Report – CM/AS

6.5.1 Proposed 2020 budget

Motion: Charlotte motioned and Gerald seconded to accept the $935 allocated for the parkland. **Motion failed** (3 in favor – Charlotte, Gerald, Newman; 4 opposed – Jerry, Tim, Ken, Andrea; 2 abstentions – Claudette, Aija-Mara). **Motion:** Charlotte motioned and Gerald seconded to allow for $200 to pay the parkland utility bills. **Motion carried** (6 in favor; 3 opposed – Tim, Jerry, Claudette). Discussion regarding weeds and whether the $1,600 allotted for each of north and south could accomplish anything; decision to let landowners know they are responsible for the weeds in their easement and the possibility of the GLA sending a 30-day warning letter followed by reporting to the county landowners who have noxious weeds on their property; and the decision to leave money in the budget to weed common land.

Action Item: ***Legal Committee to look into the requirements to keep the parkland and not have it revert back to the grantor.***

Action Item: ***Charlotte and Karleen – include article regarding weeds in newsletter.***

Action Item: ***Road Committee – invite people from the county to give one or more presentations about weed control.***

6.5.2 Payment Plan income & collection attorney costs

Discussion about how to separate out current assessment from past assessments. It was announced that Emigrant Hall rent increased from $75 to $90 per meeting.

6.6 Road / Management Committee Report – JC/ED

6.7 Complaint Committee – JL/AMA

Discussion about whether seeking legal advice regarding Sherwood's eyesores and options for moving forward are financially feasible.

6.8 Governing Documents Committee – AS

Next meeting was scheduled for Jan 21st.

6.9 Legal Committee Report – NB

Newman reported that there had been continuing progress with the O'Connell case and with collections. Five or six more people had been sent to the collection attorney at the end of last year.

7. Approve minutes: December 9 BOD, January 02 BOD Special

Motion: Gerald motioned and Aija-Mara seconded that the board accept the meeting minutes of Dec 9 2019. Discussion ensued regarding the detail included in 7.9.5. **Motion:** Charlotte moved and Aija-Mara seconded that the board approve the December 9, 2019 meeting minutes with the removal of all of 7.9.5 except the Keeler information. **Motion carried** (8 in favor, 1 opposed – Claudette) by voice vote. **Motion:** Claudette motioned and Ken seconded that the board accept the Jan 2, 2020 meeting minutes. **Motion carried** (8 in favor, 1 abstention – Jerry) by voice vote.

8. Ombudsman Reports

Miriam relayed that a number of people, especially those on fixed incomes were unhappy about the assessments being raised; she recommended rounding the quarterly payment to $444 so it would be easier for people to remember.

9. Finished Business

9.1 Email Votes

1. 12/18-21/19 **Motion:** Charlotte motioned and Andrea seconded to approve an increase of 10% in assessments, the draft budget and the letter to be sent to landowners. **Motion failed** [need 2/3 majority to pass an email vote] (6 in favor – Charlotte, Andrea, Gerald, Aija-Mara, Ken, Chris; 5 opposed – Tim, Jerry, Claudette, Ed, Newman).

10. Visiting Landowner Input Period

11. Adjournment

The meeting was adjourned at 9:50.

12. Next Board Meeting: February 10, 2019

13. Closed Session begin 10:00 pm

13.1 Legal updates

Motion: Charlotte motioned and Ken seconded for Tyler to proceed with foreclosures on two properties. **Motion carries unanimously** by voice vote.

13.2 Employee compensation

Motion: Aija-Mara motioned and Gerald seconded to change the administrative assistant's title to administrator. **Motion carried** (8 in favor, 1 abstention – Jerry) by voice vote.
Motion: Gerald motioned and Aija-Mara seconded to give the administrator a raise. **Motion carried** (5 in favor; 4 opposed) by paper vote.

Budget

Motion: Gerald motioned and Aija-Mara seconded to accept the budget as reworked. **Motion carried** (6 in favor – Aija-Mara, Gerald, Ken, Charlotte, Andrea, Newman; 3 opposed – Tim, Claudette, Jerry) by voice vote. Agreement to allocate the $425 unused by the parkland, half to north and half to south road maintenance.

The closed session adjourned at 10:50.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting – *Final*

December 9, 2019

1. **Closed session 6:45 – 7:05**
   1.1 Employee issue

2. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Charlotte Mizzi at 7:10 p.m.

   PRESENT: Dennis Riley (President, by phone), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Newman Brozovsky, Chris Desborough, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Ken Hurley, Jerry Ladewig, and Andrea Sedlak (by phone).*
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna & Svend Andersen, Miriam Barker, Chris Brookhart, John Carp, Sabrina Hanan, Richard Johnson, Jeff Ladewig, Leo Keeler, Clare Parker, Jeff Riederer, Debra Schildecker, Mark Seaver (by phone).

3. **Announce meeting being recorded**

4. **Set Agenda**
   Add 7.2.2 Weisman NG 40-2
   Add 7.1.2a Roskind resignation

Seating of new board members 7:15

5. **Visiting Landowner Input Period**
   Donna Andersen expressed concern regarding the lack of Project Review Committee meetings since October especially in light of an application being on the agenda; Sabrina Hanan, Chris Brookhart and Chris Desborough each spoke to the issue among them of vicious dogs and the various alleged attacks on each other and their animals; Leo Keeler believed Rule 2.01 passed by the board exceeded board authority.

6. **UNFINISHED BUSINESS**

7. **Officer and Committee Reports**
   7.1 President's Report
   7.1.1 Code of Conduct policy; Conflict of Interest statement; Rule 2.01
   The board discussed limitations that Rule 2.01 puts on directors and the clarification that board members should not use their position on the board to make things public that they wouldn't ordinarily have access to. Board members signed the Code of Conduct Policy.

   7.1.2 Election of Officers
   All votes were taken by paper ballot and text from Andrea:
   President: Aija-Mara nominated Newman and Ed seconded. Newman was elected with 7 votes, 1 vote each for Ken and Claudette.
   Charlotte turned over control of the meeting to Newman.
   Vice President: Charlotte nominated Ken and Gerald seconded; Ken nominated Chris who declined. Ken was elected with 8 votes, 1 vote for Andrea.
   Secretary: Gerald nominated Charlotte and Ed seconded. Charlotte was elected with 8 votes, 1 vote for Jerry.
   Treasurer: Charlotte nominated Chris and Ed seconded; Jerry nominated Claudette who declined. Chris was elected by unanimous vote (11).

   7.1.2a Roskind resignation replacement

* Alicia Roskind resigned prior to the meeting.

The board discussed whether the runner-up candidate in the South Glastonbury election could be automatically appointed because Ms. Roskind had not been seated yet as a board member; the Bylaws state that a special meeting must be called to fill vacancies between annual elections. **Motion:** Tim motioned and Jerry seconded for the board to approve sending a postcard giving 30-day notice of the vacancy to all SG landowners and stating that they would like to hear from landowners who are interested in serving on the board. **Motion passed unanimously** by voice vote.

7.1.3 Re-establish committees and chairs

The following are 2020 committees:

Legal Committee: Chair: Newman
Members: Ken, Charlotte, Chris, Claudette, Andrea, Jerry, Ed.

Project Review Committee: Co-chairs Gerald (NG), Ed (SG)
Members: Charlotte, Chris

Road Management: Ed, Gerald

Finance Committee: Chair: Chris
Members: Charlotte, Andrea

Road Committee: Co-chairs John Carp (NG), Ed (SG)
Members: Gerald, Richard Johnson, Chris
Snowplow dispatcher: John Carp

Governing Documents Committee: Chair Andrea
Members: Jerry, Charlotte, Ken, Claudette

Complaint Committee: Co-chairs Jerry, Aija-Mara
Members: Clare Parker

Election Committee: Chair Claudette
Members: Tim

Webmaster: Tim

Motion: Charlotte moved and Ed seconded to reinstate the Community Property Committee. **Motion failed** (3 in favor – Aija-Mara, Ed, Charlotte; 7 opposed; Gerald temporarily absent) by voice vote.

Motion: Tim moved and Ken seconded that the problem of the Community Property Committee be referred to the legal committee to study and make a report to the board. **Motion carried** (10 in favor; Gerald temporarily absent) by voice vote.

7.1.4 Determine meeting dates for 2020

A meeting schedule draft was presented to the board. **Motion:** Charlotte moved and Tim seconded that the board accept the presented schedule. **Motion carried unanimously** by voice vote.

7.1.5 Set 2020 goals

Action Item: ***Committees - come up with goals and bring them to the board.***

7.1.6 Revisit the prayer/no prayer standard for the year

Motion: Jerry moved and Ken seconded that the board remove the word "prayer" and replace it with "invocation." **Motion carried unanimously** by voice vote.

7.2 Project Review Committee Report – GD

7.2.1 NG 33-C Richards' dwelling assessment

Motion: Gerald moved and Ed seconded to approve a single assessment on the 7 Mercury Lane property, that was formerly two assessments, because they removed the locked door to the apartment which made it a single family dwelling. **Motion carried unanimously** by voice vote.

7.2.2 NG 40-2 Weisman well

Gerald reported that Weisman wanted her own well rather than the community one; it was located in front of the house with a 20' setback that was nowhere near the drain field. **Motion:** Ed moved and Chris seconded to approve the well on NG 40-2 as long as they amend the application to correct the distance reported to the property line. **Motion carried** (10 in favor, 1 abstention - Gerald) by voice vote.

7.3 Secretary's Report – CM

7.4 Finance Committee Report - CM

7.4.1 Proposed 2020 budget

Charlotte, Dennis, Ken & Claudette attended the Finance committee meeting and created a balanced budget with a 10% increase in assessments. Discussion included the report of complaints to the SG Ombudsman about 10% being too high and people can't afford that much; not increasing assessments until all past due amounts are collected; whether an increase should be a board or landowner vote; whether the word "association" in the covenants refers to the members or the board; that the increase be less than 10%. **Motion:** Tim moved for the legal committee to get resolution on the word "association" – board or members, according to the Montana State Supreme Court decision. **Motion failed** due to lack of a second.

7.5 Treasurer's Report

7.5.1 Three clean-up issues

1. Erickson's $5,000 disputed variance amount and O'Connell's $18,000 court ordered fees were moved out of assessments and into their own record. 2. People who had Project Review fees in with their assessments and were showing a credit but who really owed assessments would be sent a letter explaining what happened. 3. Brown/Ford's Project Review process fell through the cracks and needs committee follow-up. The amount shown as owing wasn't assessments but rather fees for their project. 4. The fee to rent Emigrant Hall increasing in 2020 from $75 to $90.

Action Item: ***PRC – check if Brown/Ford's building was built, collect elevation drawings with the maximum height and footprint dimensions from the builder, collect a new check.***

7.6 Election Committee Report – AS

7.6.1 Election Tie Resolution

Andrea explained that Tim brought in quite a number of proxies, three were rejected because of unpaid assessments; in re-examining the proxies it was discovered that the assessment totals were incorrect. On one landowner's account, a $5,000 disputed variance amount was incorrectly charged interest. This affected proxies for two properties. On a third property, the landowner had not been notified of the amount they owed on their assessment because they had paid project fees, which were credited to their overall account. This obscured the unpaid balance on their assessments so it wrongly appeared they did not owe the GLA anything. They were not notified that they owed any assessment balance due to the GLA's misleading accounting record. Thus, these three proxies were accepted from Tim and the final totals changed from a tie to Tim winning by 3 votes.

7.7 Road / Management Committee Report

7.8 Legal Committee Report

7.9 Complaint Committee – JL

In the interest of time, Jerry skipped reporting on the status of each complaint listed.

7.9.1 Sherwood

7.9.2 George Martin

Motion: Jerry moved and Ed seconded that board approve the Martin letter. **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.3 Peacocks

Motion: Jerry moved and Ed seconded that the board approve the Peacock letter. **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.4 Hanan

Motion: Jerry moved and Charlotte seconded that the board approve the Hanan letter **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.5 Keeler

Leo asked for copies of records and he was sent an acknowledgment notice in November that the committee would meet in January to address his issue.

7.10 Governing Documents Committee

7. Approve minutes: Annual meeting November 9, 2019

Motion: Charlotte motioned and Andrea seconded to accept the Nov 9, 2019 board meeting minutes. **Motion carried** (9 in favor, 2 abstentions – Ed, Tim) by voice vote.

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. Nov 11-12, 2019 **Motion:** Andrea moved and Charlotte seconded that the Board approve holding a Runoff election to resolve the tie in South Glastonbury between Clare Parker and Timothy Brockett via a mail-only absentee ballot by landowners who were eligible to vote in the Nov 9 election. **Motion carried** (8 in favor – Andrea, Charlotte, Dennis, Ken, Richard, Gerald, Newman, Jerry; 2 didn't vote – Kevin, Mark).

2. Nov 25, 2019 **Motion:** Dennis moved and Charlotte seconded that the GLA contract with Jan Hjalmarsson for website maintenance services at the rate of $25/hour and $15/half hour. **Motion carried** (7 in favor – Dennis, Charlotte, Richard, Andrea, Newman, Ken, Gerald; 1 opposed – Kevin; 2 didn't vote – Jerry & Mark).

3. Nov 27, 2019 **Motion:** Dennis moved and Charlotte seconded that by board vote the GLA implement the attached rules of conduct. **Motion carried** (9 in favor Dennis, Charlotte, Andrea, Mark, Ken, Newman, Gerald, Jerry, Richard; 1 didn't vote yet – Kevin).

4. Dec 1-?, 2019 **Motion:** Gerald moved and Richard seconded that the Richards' house located on 7 Mercury lane, NG, Lot 33-C, having been charged two assessments due to a rented apartment, be charged one dwelling assessment because the locked door has been removed and the owners intend to use it as a single family dwelling. **Motion stalled** (2 in favor – Gerald, Richard).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

Donna Andersen asked for dates on the email votes to be put in the agenda; Chris Brookhart stated that NG roads seemed to be getting worse especially the paved roads, some areas needing repairs didn't get fixed this year. He suggested the association create a plan to replace the paved road that would include monies put aside every year for the projected age of the road to have the cost of replacement at the end of that period. Jeff Ladewig alerted Tim as the new webmaster to a broken link on the document request page that needed to be fixed; he also recommended that the board consider a tiered assessment system for people who live in high south and also those who live on paved roads to help pay for the extra costs of those roads.

11. Adjournment

Newman adjourned the meeting at 10:58.

12. Next Board Meeting: TBD

13. Closed Session

RULE AND REGULATION 2.01
OF THE
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

A RULE AND REGULATION OF THE GLASTONBURY LANDOWNERS ASSOCIATION THAT SPECIFIES THE CONFIDENTIALITY STANDARDS REQUIRED OF BOARD MEMBERS

This rule and regulation is made and adopted this 27th day of November, 2019 by the Board of Directors of the Glastonbury Landowners Association, Inc pursuant to its powers described below.

Whereas, the Covenants Section 2.07 and section 10.01 authorize the Association to adopt reasonable rules and regulations consistant with the intent and enabling provisions of the Covenants and Master Plan.

Whereas, the GLA is a non-profit private organization made up of the landowners within this community, and as a non-profit organization Montana Non-profit Code MCA 35-2-906 clearly lists what records are to be made available to our members.

Now therefore, it is the Board's conclusion, based on the review and interpretation of the Covenants, Master Plan and Bylaws, as well as the intent of such documents, that any information (documents, emails or personal information) that is not required to be released by MCA 35-2-906 are confidential and cannot be released without the approval of the Board. Now for the purpose of expressly setting forth the Board's interpretation of the Governing Documents and pursuant to the Board's express and implied powers, the Board adopts the following Rule and Regulation:

No Board member may disseminate or release to anyone outside of the GLA Board of Directors and Administrative Assistant through any means whatsoever – by audio or video recordings, orally, or in writing (e.g., via emails, letters, newsletters, websites, social media, etc.) any information learned by means of being a Board member other than that which is covered in Montana Code MCA 35-2-906, whether such information was learned before or after the date of this ruling, without the prior approval of the Board. Further, personal information not expressly listed in MCA 35-2-906 about Board members, employees, volunteers, contractors, and landowners is confidential and not to be released.

Be it further stated that, in most cases, the first violation will receive a formal warning. The second violation, or any violation the Board judges to be particularly serious, is justification for removal from the Board. Should that occur, the Board will require the violator to resign and will, if necessary, convene a special meeting of members (pursuant to MCA 35-421) or seek judicial removal under MCA 35-2-423. In either case, the violator will be liable for all costs, expenses, and expenditures including, and without limitation, the complete legal costs incurred by the GLA in enforcing this ruling as a result of the member's violation. No delay or failure by the GLA in enforcing this ruling will operate as a waiver.

Having been passed and adopted by the Board of Directors of the Glastonbury Landowners Association, this Rule and Regulation shall be attached to the Bylaws and shall be effective as of the date it is passed and adopted.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

January 18, 2021

Virtual Meeting

Call In Nos. 877-660-4969 or 406-272-4075

https://www.uberconference.com/room/glastonburymt

1. Called to Order, and the Pledge of Allegiance, invocation and one minute of silence
2. Starting Time: 7:10 PM

3. Announced meeting being recorded

Present: Board Members- Newman Brozovsky, Pres., John McAlister, VP/ Treasurer, Charlotte Mizzi, Sec., Aija-Mara Accatino, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, , Jerry Ladewig, Andrea Sedlak
Absent: Tim Brockett

Landowners Present, Casey Van Uden, Dennis Riley, Wendy Riley, Donna Anderson, Joe Bezotsky, Leo Keeler, Martha McAlister Jeff Ladewig, Ron Wartman, Matt & Molly Ohlen, Cristin Dhieux-Fowle

4. Visiting Landowner Input Period –

Leo Keeler wanted to know how many board members participated with conversations with the GLA attorney. He suggested to invite Seth Cunningham to guide with the legal issues.

Donna Anderson stated to specifically know Ed's authority on the Board and asked for attorney's opinion. She wanted to know why Jean Carp's vacancy was not filled by the Board. Newman said that the problems with election process in Nov. was a reason that the vacancy was not filled.

Leo Keeler wants to know the difference over the resignation of Ron Price and Ed's.

Claudette Dirkers made a statement of protest which is attached to the minutes regarding "Resignation of Directors" pursuant to Montana Code Annotated 2019 35-2-420. She asked for a legal committee meeting.

5. UNFINISHED BUSINESS

6. Officer and Committee Reports

6.1 President's Report – NB
No Report

6.2 Project Review Committee Report – GD/JMc
6.2.1 SG 24 Kim Kaiser Family Conveyance/boundary Adjustment
Project Review Committee recommended approval of the project. Board voted to approve. 7 yes, 1 no and 1 abstention (Gerald Dubiel)

Discussion ensued around the Scariano Project, Parcel 64. The case is in court. It was reported that work continues and some board members wanted to have an inspection. It was decided that Newman contact Seth to find out what stage the court case is at.

6.3 Secretary's Report – CM
It was reported that two people made an application for the Administrator's position. No interviews took place because the Board wanted to put a hold on filling the position. (See vote of Jan. 14. Vote failed) January newsletter will not be going out due to not having an Administrator.

6.4 Treasurer's Report –
6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Dec.. 2020

John McAlister submitted the report and read off the summary of the report. Motion by Claudette and seconded by Gerald. Vote to approve was unanimous.

6.5 Finance Committee Report

6.5.1 2021 Budget was tabled for further submissions

6.6 Road / Management Committee Report – JC

John Carp was not present for the meeting. Debate ensued regarding the invoice for salt and sand in the amount of $3,846. Concerns were expressed that the contractor, Standish, ordered more sand than was needed and the cost was more than prior years. Board agreed that more oversight needs to be done.

Ed made a motion to approve the Invoice for $3,846 for salt and sand.
Seconded by Charlotte.
Vote: 5 yes, 4 no, Motion carried.

Motion was made by Claudette to approve South Glastonbury invoice #20-327 for $15,096.84. Claudette stated that all work issues were resolved. Seconded by Gerald. Vote to approve was unanimous.

John McAlister reported that the road maintenance budget is over by $44,000 in North and under budget in South.

In response to the increase in the road budget the following statements were made.

- Need additional volunteers for road committee and chairs for North and South
- Have competitive bids
  - Gerald stated that additional buildings contribute to road problems and John Mc said that construction vehicles damage the road.

6.6.1 Outstanding Bills - There were no other outstanding bills

6.6.2 Contract The snow contract was tabled.

6.7 Complaint Committee – JL

6.7.1 Van Uden Complaint - Aija-Mara submitted a copy of the letter to be sent to Van Uden. The letter was amended. The second paragraph be taken out from the letter. Aija-Mara moved the amended letter be approved and Charlotte seconded. Vote to approve was unanimous.

6.8 Election Committee Report – CM

6.8.1 After much debate regarding passing a resolution for the board to have a meeting of the members on the 27th of February of the members. Resolution was read into the record. Charlotte made motion for a special meeting of the members of GLA to be held on February 27th, 2021 at 10:00 am at Emigrant Hall. Motion was seconded by Ed D. Motion; Yes 6, 3 No. Motion carries
Claudette made a comment that the election committee can not be a committee of one.

6.8.1 Report on two Petitions
6.8.2 Letter for Special Meeting of Members
6.8.3 Ballots

There was criticism over the cover letter that is to be mailed out with the ballots. Much debate pursued. Jerry recommended a mediator. Newman questioned on how the mediator could help. Charlotte stated that the petitions need to be honored pursuant to the bylaws. Debate continued with going over past arguments and

opinions. Board tabled to send out letter and ballots to the landowners. Newman agreed to consider a mediator only after we find someone and for the Board to agree to the person and on the price.

7. Approve minutes

7.1 Dec. 7, 2020 Meeting –Tabled. Charlotte stated that the wrong version of minutes was sent out.

8. Ombudsman Reports

9. Finished Business

9.1 E-mail Motion:

January 13th, Motion: John Mc Alister motioned to stop looking for candidates for Administrator until such time in the future when a semblance of normality is restored to the function of the Board. Seconded by Claudette Dirkers on Jan. 14th. 4 yes, John McAlister, Claudette Dirkers,Jerry Ladwig, Tim Brockett, No other responses. Motioned failed,

10. **Visiting Landowner Input Period**

Leo recommended to invite Seth Cunningham to come to a meeting on what to do with the petitions just like we did in 2014/2015 when we invited Alanah Griffith our past attorney to come to a meeting. Donna and Leo want a legal opinion on Ed's authority on the Board and to refer to Ron Price resignation opinion.

11. Meeting adjourned at 11.13 pm

Minutes of Special Board Meeting – 25 June 2021

Topic: The topic will be restricted to the GLA Board's response to the petition filed by Directors Newman Brozovsky and Charlotte Mizzi, against the remaining 8 members of the GLA Board. Given the legal aspects of this meeting, this meeting will be CLOSED to landowners.

Board members present: Aija-Mara Accatino, Tim Brockett, Newman Brozovsky, Claudette Dirkers, Gerald Dubiel, Jerry Ladewig, John McAlister, Charlotte Mizzi, Andrea Sedlak

Board member absent: Ed Dubrowski

Presiding: John McAlister (Director Brozovsky had to recuse as a principal in the suit against the GLA.)

The meeting was called to order at 7:04 pm MDT.

A brief description of the reason for the meeting was provided by John McAlister – the need to address the petition (suit) filed on behalf of Directors Newman Brozosky and Charlotte Mizzi against the GLA by attorney Jennifer Reece.

Director Claudette Dirkers made a motion to hire attorney David Knobel of Crowley/Fleck to represent the GLA board in the matter of the Brozovsky/Mizzi suit against the GLA Board at an hourly rate of $295 and with a retainer of $10,000.

This motion was seconded by Director Jerry Ladewig.

Voting:
Yes: Accatino, Brockett, Dirkers, Ladewig, McAlister, Sedlak
No: Dubiel
Required recusal: Brozovsky, Mizzi
Motion passed 6 yes to 1 no.

The meeting was adjourned at 7:14 pm MDT.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 23, 2021 – 7:00 pm

Virtual Meeting

Call In Nos. 877-660-4969 or 406-272-4075

https://www.uberconference.com/room/glastonburymt

1. **Call to Order, Pledge of Allegiance, invocation and one minute of silence (7:00 p.m.)**
2. **Announce meeting being recorded**
3. **Set Agenda**
4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
5. **UNFINISHED BUSINESS**
6. **Officer and Committee Reports**
   6.1 President's Report – NB

   6.2 Project Review Committee Report – GD/JMc/CM
   - 6.2.1 NG 62 Debra Smith - Driveway
   - 6.2.2 SG 51B JT Schmitt - Small House
   - 6.2.3 NG 22C Paul Ranttalo - Residence Outbuilding, Driveway, Well, Septic/Sewage
   - 6.2.4 NG 42C Tom Hubert - Residence, Well, Sewage/Septic, Driveway
   - 6.2.5 NG 51-C John & Barbara Jones. Moving Garage from previous approved application

   6.3 Secretary's Report – CM

   6.4 Treasurer's Report –JM
   - 6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary

   6.5 Finance Committee Report JM
   - 6.5.1

   6.6 Road / Management Committee Report – CD/GD
   - 6.6.1 Road Grading, Maintenance, Guard Rails
   - 6.6.2 Contract

   6.7 Complaint Committee –
   - 6.7.1 Appoint a Chair

   6.8 Election Committee Report – CM
   - 6.8.1 Annual Nov. 2021 Meeting

7. **Approve minutes** Sept. 14, 2020, Aug. 10, 2020, Oct. 1, 2020, Oct, 12, 2020, Nov. 19, 2020, **December 7, 2020, Jan. 18, 2021. See minutes on page 2. Any comments on each of the monthly meetings needs to be made public and voted on by each board member.**
8. **Ombudsman Reports**
9. **Finished Business**
10. **Visiting Landowner Input Period –** (15 minutes, up to 3 minutes per speaker)
11. **Adjournment**



Minutes Oct. 1,2020 final.pdf



Mtg Mins 11-19-2020 Board Meeting Special Mtg Final.pdf



MtgMins 08 10 2020 (with Edits CD).pdf



MtgMins 12-07-2020 Final.pdf



GLA Mtg Minutes 10 12 2020 Final.pdf



GLA MtgMins 09 14 2020 Final.pdf



Mtg Minutes Jan 18. 2021 -Final.pdf



Project Review Committee Minutes August 11, 2021.pdf

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

August 23, 2021 – 7:00 pm

Virtual Meeting

1. Call to Order – 7:10 PM

Attendance:

Board Members: Newman Brozovsky, Charlotte Mizzi, John McAlister, Claudette Dirkers, Jerry Ladewig, Gerald Dubiel, Ed Dobrowski, Aija-Mara Accatino, Tim Brockett
Landowners: Debbie Newby, Miriam Barker, Leo Keeler, Loreen . No name only phone numbers, 312-201-3857, 406-224-2411, 333-4366, 333-4286. 415-317-0068, 215-589-9381. 589-5968

- ✓ **Pledge of Allegiance**
- ✓ **Invocation and one minute of silence**

2. Announce meeting being recorded

3. Visiting Landowner Input Period

Joe Bezoski spoke and had two questions. One was about the law suits and the costs and the other was about the roads and when they are getting a road chairperson.

Leo Keeler wanted to know what is spent on law suits and is it the same attorney or are there separate attorneys. He stated that the road at the end of Aquila Lane has major mud holes. He was concerned on when a member Board meeting is going to take place. He stated it might take a year or two because of the law suits. John McAlister responded to the costs of the two law suits. Retainer to the Judicial Relief law suit is $10,000; no monies have been spent against the retainer. The Dissolution law suit, although the amount is not on the financial report yet, the retainer is $7,500 and no monies are spent against the retainer.

Sidney Erwin questions whether there will be an annual election in November? Do the law suits preclude having an election? Charlotte responded that it would be in the Secretary's report.

5. UNFINISHED BUSINESS

6. Officer and Committee Reports

6.1 President's Report – Newman Brozovsky reported that this Board has been dysfunctional and that it is time to have a new election and a new board.

6.2 Project Review Committee Report – GD/JMc/CM

6.2.1 Project Review Minutes of August 11, 2021 – The minutes were not reviewed by the Board and tabled it for an email vote.

6.2.2 NG 62 Debra Smith - Driveway
Gerald Dubiel and Charlotte Mizzi inspected the driveway and found it to be in compliance with GLA Governing Documents. Motion was made by Gerald Dubiel to approve the application for the driveway with provision that any disturbed land be re-seeded. It was seconded by Charlotte Mizzi. Board vote was 9 Yes and 1 No. Motion passed.

6.2.3 SG 51B JT Schmitt - Small House
Gerald and Charlotte inspected the property and found the house location was staked and is in compliance with GLA Governing Documents. Motion was made by Gerald Dubiel to approve the small house with provision that any

disturbed land be re-seeded and assessments are paid in full. Motion was seconded by Charlotte Mizzi. Board vote was 9 Yes and 1 No. Motion passed.

6.2.4 NG 22C Paul Ranttalo - Residence Outbuilding, Driveway, Well, Septic/Sewage
Gerald and Charlotte inspected the property and found the Residence location, Outbuilding, Driveway and Well/septic were staked and are in compliance with GLA Governing Documents. Motion was made by Charlotte Mizzi to approve the application and any disturbed land be re-seeded. Seconded by Ed Dobrowski . Vote was 8 Yes, 1 No and 1 abstention. Motion passed.

6.2.5 NG 42C Tom Hubert - Residence, Well, Sewage/Septic, Driveway
Gerald and Charlotte inspected the property and found the Residence location, Driveway and Well/septic were staked and are in compliance with GLA Governing Documents. . Motion was made by Gerald Dubiel to approve the application and any disturbed land be re-seeded. Seconded by Charlotte Mizzi. Vote was 9 Yes and 1 No.
Motion passed.

6.2.6 NG 51-C John & Barbara Jones. Moving garage from previous approved application.
Gerald inspected the garage location and met the setback requirements. Motion was made by Gerald Dubiel to approve the application for the garage with provision that any disturbed land be re-seeded. It was seconded by Charlotte Mizzi. Vote was unanimous. Motion passed.

6.2.7 Anderson & Plocek (SG 95-B): PRC voted to have Newman Brozovsky to request our attorney to generate a cease-and-desist letter due to non-payment of project fees + $250 fine for repeated offense.

6.2.8 Phillip & Ann Marie Covington (SG 34-B, SG 34-C): PRC voted to have John McAlister generate a cease-and-desist letter plus a fine to the Covington's for starting construction on their property without having project application. In addition, the Covington's are not in good standing as they are in arrears in their assessment payments. The draft letter to the Covington's is to be reviewed by the Board for approval and signed by Newman Brozovsky. It is to be mailed by US Post, certified mail.

6.2.9 Joyce Smith (NG 24-B): A cease and desist letter is to be drafted by Charlotte. The letter is to contain: building violations without submitting a project application, multiple campers on property and arrears of assessments.

Robert Branson (SG 84-B): A board member reported, along with photographs, unfinished construction on the property. A search of GLA files found that no application was ever submitted for any type of construction. The complaint stated that there are 5 storage containers, trash and old tires on the property. Motion was made by Gerald Dubiel to send a cease-and-desist letter stating the violation regarding construction without submitting a application, the eyesores of 5 storage containers and trash: that Branson is given 30 days to remove trash items and answer the letter. The letter is to include $250.00 fine for starting construction without approval and due to the violations, he cannot vote on any GLA issues. Motion seconded by Tim Brocket. Vote: Unanimous to approve the motion.

6.2.10 Mark Grenier (NG 28-C): PRC recommended having Gerald Dubiel inspect the tiny house.

6.2.11 Bryce & Stasia Hummel (SG 37-1-E1): Project completed. Dubiel to inspect. Construction bond to be refunded upon approval by Dubiel.

6.2.13 Claudette Dirkers stated there was an application from Robert Bennett for moving the placement of a garage. Charlotte Mizzi reported that the moving of the garage was not inspected and we normally inspect after the garage is staked out. Mizzi stated that the application will be expedited and followed up with an email vote once inspection is made.

6.2.14 Ohlen - SG 34A-3 A board member reported a second story to a previously approved garage is being erected. Question came up whether the apartment that is being constructed has plumbing. John Mc Alister reported that the owner of the property, during an inspection by the Project Review, stated a rental unit is considered if his mother-in-law decides to move there.
Tim Brockett motions to have the 2nd story inspected to see if any plumbing was installed. Motion was seconded by Claudette.
Motion passes by a unanimous vote.

6.3 Secretary's Report

Charlotte Mizzi discusses Herb Dawson (NG 35A), the construction of a building without the owner submitting an application to the Board. She referred to Seth Cunningham's email that he cannot handle any additional lawsuits. Charlotte recommended Alannah Griffith handle the case: she stated that time is of the essence. Tim spoke and said that this issue should go the Legal Committee before having a Board motion. Claudette mentioned that Newman was asked to call our attorney to see if the paralegal staff can work on the case. Charlotte Mizzi made an amended motion to ask Cunningham if his paralegal could handle working on the case and if that is denied to ask Alannah Griffith if she could take on the lawsuit. Ed Dobrowski seconds the motion.
Motion was called: Vote: 4 Yes, 5 No and 1 abstention Motion fails.

6.4 Treasurer's Report –JM

6.4.1 Sent P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary a week ago. The Secretary sent out the report to landowners who are on the Official Consent email list. Summary was not sent. John McAlister read the summary for July 2021. John said that we need to get a snow contract for the year. He stated that there is enough money for road maintenance and could move into road reserve if necessary. He said a big concern is that there is no road plan for the year and no chair; that we need a snow contract. John stated that we need to collect delinquent assessments and file liens.

Tim Brockett made a motion to approve the financials. Claudette Dirkers seconded the motion. During discussion Ed Dobrowski recommended to approve monies for South Glastonbury.
Vote: Motion passed unanimously.

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6.5 Finance Committee Report JM

6.5.1 John and the board agreed to redo the summary to state that the litigation mentioned in the summary is for attorney's retainer for Judicial Relief Court Petition. It was agreed to send the amended summary to landowners via to emails on the official consent list

[At this point Andrea muted Charlotte when providing information on McAlister's summary report.]

Tim Brockett made a motion that the Board send out a letter to North and South Glastonbury landowners, the treasures report and the amended summary along with North and South vacancies. Vote: Motion passed unanimously.

6.6 Road / Management Committee Report – CD/GD

6.6.1 Road Grading, Maintenance, Guard Rails

Claudette reported on the Standish bid which she just received. The estimated is not clear and needs to be re-done. A contract needs to be done, drawn up by Claudette. Claudette stated that she was waiting for Standish to give us a bid on the South Glastonbury guard rails. Brockett volunteered to go through South Glastonbury and list all the roads that need to be maintained. Ed Dobrowski argued that South Glastonbury roads need to be maintained as soon as possible.
John Mc Alister questioned whether this is going to be the only maintenance for this year. Claudette and others answered yes. He reported that north budget is $17,790 and we are presently $4000 over budget. South has a budget of $23,790. The reserve fund for North and South is $20,000 each. Claudette state that Greg Sheldon has not done road mowing in North because of the fire restriction and she is waiting to meet with him to see what hardware is need for the street signs

6.8 Election Committee Report

6.8.1 Charlotte Mizzi made a recommendation to start the process for the election so to comply with the required procedures to be in place for an election in November. Charlotte motions to begin the process for a November election and if the court decides otherwise the process will be stopped. Ed Dobrowski seconds the motion. Vote:. 6 No - 3 Yes and 1 abstains. Motion fails.

6.8.2 Jerry Ladewig motions if there is an attempt to have an election prior to a court decision there needs to be an independent neutral observer for the nomination process, to the counting, to completion of the election.
Seconded by Tim Brockett.
During discussion Charlotte Mizzi question whether the observer is court appointed. Jerry answered that is to be determined. Vote 5 yes –1 No - 2 Abstain – 2 Not voting. Motion Fails

6.8.3 Tim Brocket motions whether Ed Dobrowski's resignation is valid or not. Ed stated he wanted a legal opinion months ago.
John McAlister seconded the motion. Vote: 8 yes and 1 abstained, 1 no vote. Motion passes.

6.8.4 Tim motions to fill 2 vacant seats on the Board in North and South as soon as possible and send out postcards within 7 days to landowners and to select candidates within 30 days. Seconded by Claudette.
Vote: 7 Yes, 1 No, 1 abstain and 1 not voting. Motion passes.

Note: During the Road Committee portion of the meeting, Claudette reported that Ed Dobrowski just resigned from the Board at 11.04 PM

Tim stated that he has a comment and wanted to make a motion.

President Newman stated that we cannot make motions all night. We are not going to continue on. Tim insists on making a motion.

Tim Brockett motions that Charlotte Mizzi be removed as an officer of the GLA upon a second I vote yes..

Charlotte Mizzi stated that Tim has an email motion for the removal of Mizzi as officer and the motion did not expire; that he cannot motion again for the same thing.

Jerry seconded the motion.

Newman officially closed the meeting before a vote was taken.
Charlotte, Gerald and Newman left the meeting.

The meeting was officially closed at 11:15 PM .

New Officers' Urgent Tasks Meeting
August 24, 2021

This is a rough draft list of tasks I've identified as urgent.
Please amend and add others that we should discuss.

- Notify the BOD of the late-night votes that changed the GLA officers.
- Notify the landowners of the changes in officers—have Board approve announcement text
- Prepare mail package to all landowners
  - Including the statement about the changes in officers
  - Announcing the BOD search for candidates to fill 3 empty BOD slots
  - Providing the full financials—the report and summary analysis
- Contact Seth's office about a paralegal who could prepare the cease and desist order to Jake Andersen within 48 hours. (Newman was to do this)
- Letters slated to go out over Newman's signature should get my signature:
  - Gerald's letter to Robert Branson
  - John's letter to Covingtons
  - Joyce Smith cease and desist letter
  - Tim will write to Mark Grenier (NG 28C)
  - Tim will write letter to Julianna Wellman (NG 30-D)
  - John's letter to Hummels (SG 37-1-E1)
  - Matthew & Molly Ohlen (SG 43-A-3)-Gerald to call, inspect first

Longer term:

- Set up Dropbox for board information sharing (landowner list, financials, project plans, …)
- Scrub website – get rid of "red letter", update board members and officers. Complete re-design is required but can be a longer term goal
- Contact service providers to inform them of the change in board officers including:
  - Seth Cunningham - Brown Law
  - Tyler Mullowney -
  - Bank of the Rockies
  - ATS
  - David Knobel
  - Ryan Jackson
- Update / replace email system. Need to get control of this system so that board can reliably make changes as required.
- Decide on a new corporate attorney (David Knobel ?)

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 31, 2021 – 7:00 pm

Virtual Meeting

Call In Nos. 877-660-4969 or 406-272-4075

https://meetings.dialpad.com/room/glastonburymt

1. Call to Order, Pledge of Allegiance, invocation and one minute of silence (7:00 p.m.)

2. Announce meeting being recorded

3. Set Agenda

4. Visiting Landowner Input Period – (20 minutes, up to 3 minutes per speaker)

5. Officer Reports

5.1 President's Report (AS)

Approve letter to landowners announcing new officers
Approve postcard to landowners announcing applications open for board vacancies
Approve mailing all documents, including financial reports & summary, to landowners

5.2 Project Review Committee (GD)

Approve letter to Robert Branson (SG 84-B) regarding violation
Approve letter to Philip & Anne Marie Covingington (SG 34 B&C) regarding violation
Approve letter to Bryce & Stasia Hummel (SG 37-1-E1) regarding project completion
Approve letter to Mark Grenier (NG 28-C) regarding violation

5.3 Road Management (CD)

Announce signed contract for NG roads
Discuss plans for SG guard rails
Discuss plans for SG roads

6. Visiting Landowner Input Period (15 minutes, up to 3 minutes per speaker)

7. Adjournment

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda *Draft*
October 6, 2021 – 7:00 pm

Virtual
Meeting
Call-in Nos. 877-660-4969 or 406-272-4075

https://meetings.dialpad.com/room/glastonburymt

1. **Call to Order, Pledge of Allegiance, invocation and one minute of silence (7:00 p.m.)**
2. **Announce meeting being recorded**
3. **Set Agenda**
4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
5. **Officer and Committee Reports**

5.1 President's Report—AS
- 5.1.1 Recent GLA officer changes
  (Transfer of equipment, supplies, storage unit access to new Secretary)
- 5.1.2 Special meeting to appoint Board Director replacements
  (October 13 at 7 Point Ranch live and virtual on phone and Dialpad website)

5.2 Project Review Committee—(see 5.6 legal committee; others tabled until Oct. 13)
- 5.2.1 Robert Bennett (SG 57-A-3) Garage
- 5.2.2 Anna Stull (SG 52) Residence, Drive, Septic System, Well

5.3 Secretary's Report—CD
- 5.3.1 Approve the August 23 Board Meeting Minutes
- 5.3.2 September mailing to all landowners via email/U.S. Post (360-361)
- 5.3.3 Legal Representative forms mailed requesting filing or renewal
- 5.3.4 Backlog of meeting minutes

5.4 Treasurer's Reports—JMA
- 5.4.1 August 31 Financials
- 5.4.2 Treasurer's Summary

5.5 Roads Report—CD/GD
- 5.5.1 NG Road maintenance contract and completed grading work
- 5.5.2 NG mowing and asphalt/pothole repair status
- 5.5.3 Approval of the 2021-22 Sanding and snow plowing contract
- 5.5.4 SG Road maintenance bid status
- 5.5.5 Road signs repair status
- 5.5.6 Quonset hut repair status

5.6. Legal Committee Report—AS/JMA
- 5.6.1 Actions on PR and Covenant violations
  - a) Scariano settlement proposal, GLA's response, court-ordered mediation
  - b) Anderson, lawyer's notice of PR violation and pending legal action
  - c) Dawson lawyer's notice of PR violation and pending legal action
  - d) Sherwood nuisance/eyesore violations, lawyer's summons
  - e) Covington, cease and desist letter (McAlister, Brozovsky)
  - f) Smith, cease and desist letter—building, campers, assessments (Mizzi)
- 5.6.2 Status of GLA response to the Mizzi-Brozovsky lawsuit
- 5.6.3 Status of GLA response to the Dissolution/Separation lawsuit; court-ordered mediation

6. **Other Business**
    - 6.1. **Rescind Tim Brockett's censure at the July 13, 2020 Board Meeting**
    - 6.2. **Revoke Rule 2.01**

7. **Ombudsman Reports**

8. **Finished Business**
    - 7.1. **Email votes**

1. 8/25/21: **Motion:** Andrea motioned and Jerry seconded that the Board formally accept Ed's resignation. **Motion failed** (5 in favor—Andrea, Jerry, Tim, John, Claudette; 4 didn't vote—Aija-Mara, Charlotte, Gerald, Newman).
2. 8/28/21: **Motion:** Claudette motioned and Tim seconded that the GLA Board accept the 2021-08-26 NG Gravel Road Contract from Standish Excavation #21-112. **Motion carried** unanimously (9 in favor—Claudette, Tim, Aija-Mara, Charlotte, Andrea, John, Newman, Jerry, Gerald).
3. 9/10/21: **Motion:** Andrea motioned and Claudette seconded that the Board accept the edited draft response to Scariano and approve Seth sending it. **Motion carried** unanimously (9 in favor—Andrea, Claudette, Charlotte, Aija-Mara, Tim, Jerry, Newman, John, Gerald).
4. 9/14/21: **Motion:** Claudette motioned and Tim seconded that the GLA Board of Directors approve the Sanding and Snowplowing Contract for 2021-2022 between the Glastonbury Landowners Association, Inc. and Standish Excavation of Pray, Montana. **Motion failed** (5 in favor—Claudette, Andrea, Jerry, John, Tim; 4 not voting—Aija-Mara, Newman, Gerald, Charlotte).
5. 9/18/21: **Motion:** Charlotte motioned and Gerald seconded to approve the Snow Plowing contract with the condition that it would be signed by the Treasurer, John Mc Alister. **Motion failed (3 in favor –** Charlotte, Newman, Gerald; 1 no–Jerry; 5 not voting–Aija-Mara, Andrea, John, Tim, Claudette).
6. 9/21/21: **Motion:** Claudette motioned and Tim seconded motion to approve the 2021 SG Fall Gravel Road Contract. **Motion carried** (8 in favor–Claudette, Tim, Jerry, Andrea, John, Aija-Mara, Gerald, Newman; 1 Abstention: Charlotte).

9. **Visiting Landowner Input Period –** (15 minutes, up to 3 minutes per speaker)

10. **Adjournment**

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Minutes
October 6, 2021
DRAFT – Never Approved
Virtual Meeting
Call-in Nos. 877-660-4969 or 406-272-407
https://meetings.dialpad.com/room/glastonburymt

Revised agenda sent via email on Oct. 6, 2021 at 5:02 pm to include Board Resolution.

Time: 7.03 pm

1. **Call to Order** Present: Board Members, John McAlister, Charlotte Mizzi, Andrea Sedlak, Claudette Dirkers, Gerald Dubiel, Tim Brockett, Jerry Ladewig. Absent Newman Brozovsky, Aija-Mara Accatino Landowners Present: Dhieux (?), 1406-580-2118 (?), 314-308-4495 (?),Joseph Bezotsky, Jessica DeBruin, Enrico Dargenzio, Doug Gill, Dan Drislane, Chris Brookhart, Wendy Riley.

2. **Announcement was made that the meeting is being recorded.** John McAlister started the meeting with the Pledge of Allegiance, invocation was given and one minute of silence**.**

3. **Opening Remarks**
   3.1.1 John McAlister stated that in order that the Glastonbury Board will undertake no business, other than essential function. The disputed issue of who holds the separate offices will be held in abeyance and, during this time, the highest uncontested officer, John McAlister, will conduct the business to include.

   - Payment of due bills,
   - Prosecution/defense of pending lawsuits and assessments,
   - Approval of necessary road maintenance and snow plowing agreements
   - Project approvals.

John McAlister read the Corporate Resolution of the Board of Directors of Glastonbury Land Owners Association and the Settlement Conference Agreement of October 4, 2021. A vote was requested on the Resolution sent to the board on Oct. 6, 2021 and the Settlement Conference agreement. Andrea Sedlak made the motion to approve the resolution and agreement and Jerry Ladewig seconded the motion. Debate ensued Charlotte Mizzi pointed out that the agreement [para. 5 c.] that the membership shall be provided the opportunity to object or support the resolution by filing its objection or support with the Court in writing and the Board resolution will provide the membership with a deadline upon which to object or support. John confirmed that the landowners can submit to the court their support or objection and that it is not a vote of the membership; that the court can take their input into consideration. Claudette stated she is not part of any litigation and is neutral; that 'today' she wanted an edit to section 5 of the agreement and felt she was ignored. Her request was sent to attorney Ryan Jackson. Landowner Douglas Gill made inquiry on the process and finally concluded that those who have a vested interest in this case do not represent him as a landowner. He has not made up his mind whether he is for or against separation. Tim Brockett had objected that the landowners were not represented and was left out from this equation. The landowners are left completely in the dark. Any changes to the By-Laws or the Covenants are to be made by landowner vote. Tim B. made a point that landowners want an election of the Board and the attorneys are not allowing an election. A vote was taken. John McAlister, Andrea Sedlak, Jerry Ladewig, Charlotte Mizzi, Gerald Dubiel voted yes, Claudette Dirkers, Tim Brocket voted no. Newman Brozovsky, Aija-Mara Accatino not present. Motion Passed

4. Officer and Committee Reports

4.1 Project Review Committee—

4.1.1 Robert Bennett, Garage (SG 57-A-3)

Gerald recommended approval for 57A-3. Setback are good and he needs to re-seed John stated that Robert Bennett came to his house and gave him $155 for project fees. Motion was made by Charlotte Mizzi, Seconded by Jerry Ladewig.

Motion was approved by unanimous vote.

. 4.1.2 Anna Stull - Residence, Drive, Septic System, Well (SG 52)

Gerald Dubiel stated that Gerald and Charlotte met with the contractor on site. The project met the setback requirements, that the building is a residence/guest house. The site plan was submitted. Project fees were paid according John McAlister of $1177.50. Tim Brockett stated that she started the well without an application. John said no penalties will be imposed to Ms, Stull who is a fire fighter and was away when the application process started and letters to her were returned. Motion was made by Jerry Ladewig and seconded by Charlotte Mizzi to approve the application. Vote: John McAlister, Charlotte Mizzi, Jerry Ladewig, Gerald Dubiel. Andrea Sedlak, Claudette Dirkers voted yes. Tim Brockett voted no. Motion passed 6 yes and 1 no.

4.1.3 Tyson Wright Family Conveyance and 2 Driveways (NG67)

Gerald Dubiel stated he was the surveyor and recused himself. Charlotte presented to the board the following; Gerald and Charlotte inspected the area where the two driveways are proposed. The first driveway is 480 ft. in length and 14 ft. wide. The second driveway is 130 ft. in length and 14 ft. wide. The family conveyance proposal is for 2 tracts having 4.633 acres each. Legal paperwork will be drafted to Park County upon approval of the Board. At the Sept. 27, 2021 PRC meeting the committee recommended approval of this project. Fees were all paid. Based on the PRC recommendation Andrea Sedlak made a motion to approve, seconded by Charlotte Mizzi. Andrea Sedlak, Jerry Ladewig, Charlotte Mizzi, John McAlister, Claudette Dirkers, Tim Brockett. voted yes, Gerald Dubiel recused himself. Motion passed 6 yes and 1 recusal.

4.2 Roads Report—CD/GD

4.2.1 NG Road maintenance contract and completed grading work.

Claudette Dirkers reported that North Glastonbury road grading started on Sept 8 and completed on Sept 10 and was done in accordance to the bid. Next spring will look at road work on Caspari West.

4.2.2 NG mowing and asphalt/pothole repair status.

Claudette Dirkers stated that Greg Sheldon finished all the mowing in front and back of the North Glastonbury guard rails on Sirius Rd. She stated that next week he will fill the potholes and put up the street signs, four in North and 5 in South.

4.2.3 Approval of the 2021-22 Sanding and snow plowing contract.

Debate pursued on the road portion of GAV and deliberations with CUT and exchange of easements. Tim stated that we should have three bids. The easement issue was put off for

another time to discuss. The contract is the same as last year and goes through July of 2022. The hourly rate is the same.
Motion was made by Gerald Dubiel to approve the contract with Standish, seconded by Jerry Ladewig.
Jerry Ladewig, John McAlister, Andrea Sedlak, Charlotte Mizzi, Claudette Dirkers and Gerald Dubiel voted yes Brockett voted no. Motion passed 6 yes and 1 no.

4.2.4 SG Road maintenance bid status.

Claudette stated that the SG maintenance bid was approved by the board last week and started on October 5th. Work is underway. There was a donation of 10 double loads of gravel and placed around Polaris and Hercules. Calls are being made for more donations.

4.2.5 Road signs repair status.

Claudette reported that Greg Sheldon should be completing the road signs. Connecting brackets will be picked up by Greg Shelden.

4.2.6 Quonset hut repair status.

Claudette Dirkers called local contractor and he did not get back in a timely manner. Newman Brozovsky found a contractor in Livingston by the name of BC Maintenance. His price was between $300 and $400 which is half the price of the local contractor. Claudette made a motion to give the bid to BC Maintenance, seconded by Charlotte Mizzi. Motion passed unanimously.

4.3. August Financial Reports

4.3.1. Approve August Financials.

Landowners were sent a summary of the August report including the Balance sheet, Profit & Loss, Collection and Fund report.
Notes from treasurer: August Financial Reports: Balance Sheet Cash for operations through August, shows a total cash on hand of $214,908. Excluding the allocated funds totaling $127,462, this leaves cash of $87,446 in unallocated operating funds. This is a decrease of $19,298 from the end of July and compares to $71,602 at the end of August, 2020, an improvement of $15,444. The decrease in cash on hand at the end of August is a result of:
• Payment of a significant accounts payable at the end of July.
• Payment of a retainer to a lawyer engaged to defend against a petition to dissolve the GLA initiated by 8 individuals, including three board members (Ladewig, McAlister, Sedlak) and a former president of the GLA (Riley) and their spouses because of board dysfunction.
• Litigation costs in the case against Scariano Holdings for breach of project application documents. The outstanding retainers for lawyers involved in board litigation total $17,500. Unused portions of these retainers will be returned to the GLA budget at conclusion of any court proceedings.
Andrea Sedlack moved to approve the financial report and seconded by Claudette Dirkers.
Jerry Ladewig. John McAlister . Andrea Sedlak, Charlotte Mizzi, Claudette Dirkers, Gerald Dubiel voted yes Tim Brockett voted not. Vote passed, 6 Yes and 1 no.

5.0. October 13th Board Election Cancelled

5.1.1. We thank all those willing to serve on the GLA Board and encourage these individuals to reapply after legal matters settle

5.6 **legal committee; Tabled until Oct. 13**

6. Finished Business

6.1. Email votes

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6. 9/21/21: **Motion:** Claudette motioned and Tim seconded motion to approve the 2021 SG Fall Gravel Road Contract. **Motion carried** (8 in favor–Claudette, Tim, Jerry, Andrea, John, Aija-Mara, Gerald, Newman; 1 Abstention: Charlotte)

Landowner Input:

Douglas Gill took issues of the board and stated that some have a conflict of interest. Debate took place between Gill and the some board members

Andrea defended going to court. She stated that it was hard to get 51% of the members to agree on change She stated that the Board was deadlocked. Claudette stated that landowners need to be informed in order to make a decision and that board minutes were not approved by the board.

Tim Brocket made a point in 1997 landowners vote with a 51% majority to approve the Covenants and the By-Laws and also in 2007 when neighborhood meetings took place a Master Plan was approved with a 51% majority.

Chris Brookhart agreed that this should have been a landowner vote and not taken to court.

John made a motion to adjourn the meeting, seconded by Gerald.

Jerry Ladewig, John McAlister Andrea Sedlak, Charlotte Mizzi, Claudette Dirkers, Gerald Dubiel voted yes and Tim Brocket voted no. Vote: 6 yes and 1 no. Motion passed

7. Meeting was Adjournment at 9:04 PM

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Agenda
May 11, 2022 – 7:00 pm

Emigrant Hall & Call-in Nos. 877-660-4969 or 406-272-4075
https://meetings.dialpad.com/room/glastonburymt

1. **Call to Order, Pledge of Allegiance, invocation and one minute of silence (7:00 p.m.)**
   Meeting called to order at 7:05 pm.

   PRESENT: John McAlister (President Pro Tem), Directors: Aija-Mara Accatino, Newman Brozovsky, Gerald Dubiel, Claudette Dirkers, Jerry Ladewig, Charlotte Mizzi, Andrea Sedlak, ABSENT: Timothy Brockett; *Landowners on Phone:* Cheyenne Bray, Joe Bezotsky, Jessica DeBruin, James Everett, Cristin Fowle, Doug Gill, Linda Kremer, John Lee, Matthew Olen, Alicia Roskind, Orion Skinner, Scott Stomierowski, Tyson Wright, [Other-406-270-6993]; *In-Person Attenders:* Charles Barker, Miriam Barker, John Carp, Dorothy Keeler, Leo Keeler, Neil Kremer, Jeffrey Ladewig, Martha McAlister, Debbie Newby, Valery O'Connell, [daughter] O'Connell, Clare Parker, Jim Sconyers, Mark Seaver, Linda Ulrich, Ron Wartman.

2. **Announce meeting being recorded**

3. **Opening Remarks – Set the Background for the Meeting –** McAlister
   John McAlister thanked landowners and board members for coming to the meeting. He pointed out that the GLA Board is currently under court mandate to continue normal business while preparing to stage a special election for new directors, ombudsmen, and to determine the will of the landowners regarding the question of separating the GLA into GLA North and GLA South or to retaining the current structure. This election is to be conducted this summer, concluding on August 19th.

4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Linda Ulrich: Should landowners communicate directly with Judge Swandal or send questions / comments to me? *Either works. Judge asked me to collect questions, but you can also communicate directly with him if you wish.*
   Dorothy Keeler: Will questions / comments be private or broadcast openly? *It is up to Judge Swandal. I am not determining that. Thus far, the questions that I have seen are all quite similar.*
   Linda Kremer (phone): Why is the board currently meeting when we are under the Judge's order and an election is coming up? *We are to continue to conduct business of the GLA and make decisions that are required to keep the community running. Judge Swandal, Ryan Jackson are aware that board meetings will continue.*

Clare Parker: Why is Director McAlister not sending landowner lists to Director Mizzi? *I maintain the list on a confidential basis and, if requests are accompanied by a legitimate reason, I will release it.*
Dorothy Keeler: Director Mizzi has repeatedly sent out mailings with misinformation and still claiming to be secretary despite the Judge Gilbert holding those claims in abeyance. A further comment was made concerning Director Mizzi filing the GLA Annual Report illegitimately.
Leo Keeler: Volunteered to work on the Project Review Committee if he can work with people other than Charlotte Mizzi and Gerald Dubiel. *This is on the agenda later.*

5. Officer and Committee Reports

5.1 **Elections –** McAlister for Swandal

5.1.1 Letter from Wm. Nels Swandal

The Letter from Judge Swandal outlining the election procedure was mailed and emailed on Tuesday, May 3rd. Up to 12 directors and 2 ombudsmen will be elected. There will also be the question of whether to separate the GLA into GLA North and GLA South or remain as it currently is structured, on the ballot. Judge Swandal has also mandated that a one-page description of the pros and cons or status quo or splitting the GLA will be included in the ballot in order to help landowners understand the implications. Two committees of the board (up to 3 members each) will supervise production of these documents. Director Mizzi disputed the legitimacy of the creation of the documents.
The dates of the nomination packet mailings and elections packet mailing were described.

5.1.2 Questions for Judge Swandal

Linda Ulrich: Will determination of the status of landowners being in good standing to stand for election or vote include not only financial obligations but also covenant violations? *Yes. Good standing is based on both having paid assessments and not having any covenant violations.*
Ron Wartman: How will people react to having to pay assessments by end of July rather than by October? *It was not a problem during the bylaw election and will be managed this time as well.*
Ron Wartman: Is Judge Swandal aware of the timing of elections and when ballots have to be received? *Yes. Procedures are being developed with Judge Swandal.*
Ron Wartman: Will the board determine the candidates or will Judge Swandal make that decision? *Judge Swandal is completely in control of this process. The board will not be involved.*

Questioner: Will this all be professionally managed? Will Judge Swandal make certain that the people managing the process are professional? *Yes. It is completely in his hands as mandated by Judge Gilbert.*
Ron Wartman: Is John McAlister the only one that Judge Swandal is communicating with? If not, how can there be a unified action on the elections? *That is not something that is known at this time.*
Leo Keeler: Leo expressed concern about other board members or landowners contacting Swandal and causing excessive billing. *Again, Judge Swandal will make the determination who he speaks with and will enforce that himself.*
Questioner: Can we get itemized bills from Swandal so we know who is responsible for each item on the bill? *Judge Swandal is to provide itemized invoices to be paid by the GLA.*
Jeff Ladewig: Will the position papers that are to be generated concerning the split of GLA be reviewed and evaluated by a neutral party for factual presentation? *Judge Swandal will review the documents.*
Linda Ulrich: Will Judge Swandal be "fact-checking" the documents that are to be included describing the pros and cons of separation? *Judge Swandal did not use the term "fact- checking." He said he would be reviewing. How he does that is up to him.*

5.2 Project Review Committee (PRC)– Dubiel

5.2.1 Recommended for Approval

5.2.1.1 Stull (SG 52)

Guest residence combined with a garage, well, septic, and driveway.
McAlister: Motion to revoke approval (October 6, 2021) of former project plan for a residence and approve the accessory building, well, septic, and driveway without a $250 fine originally proposed by Director Mizzi.
Seconded: Dubiel
Project approved: Unanimous (Accatino, Brozovsky, Dirkers, Dubiel, Ladewig, McAlister, Mizzi, Sedlak)

Director Dirkers asked who would fill out the Board Action Forms and send them to the board for review prior to sending to landowners. Director Mizzi said she would do it.

5.2.1.2 Keeler (SG 26-A1)

Well to be placed on Keeler property. Seismologist determining best site.
Mizzi: Motion to approve a well on Keeler parcel conditioned on the approval of the site by the county and state.
Seconded: McAlister

Project Approved: Unanimous (Accatino, Brozovsky, Dirkers, Dubiel, Ladewig, McAlister, Mizzi, Sedlak)

5.2.1.3 DeBruin & Lee (SG 22-D)

Application for a septic system based on creation of office/workspace above garage with kitchenette & bathroom.
Dubiel: Motion to approve the septic application.
Seconded: Mizzi
Project Approved: Unanimous (Accatino, Brozovsky, Dirkers, Dubiel, Ladewig, McAlister, Mizzi, Sedlak)

5.2.1.4 Lundberg (SG 84-C)

Not originally on the agenda. Forced by Director Mizzi sending out unapproved minutes of the PRC to landowners. Should be on legal committee agenda. Covenant violations: Storage container, new well put in without project application too close to road.

Lundberg is out of compliance and so cannot submit a belated application for a well. This must go to the legal committee for consideration.

Landowner Doug Gill (phone) indicated his disappointment that we were even considering this project.

Director Mizzi wanted to discuss this at the board rather than the legal committee.

The consensus of the board is to take this to the legal committee.

5.2.2 Conditional - Discussion

5.2.2.1 Curry (SG 79)

Conversion of pole barn to guest residence. All buildings are in compliance, but the prior owner never applied for project and paid fees. New owner had no way of knowing that prior owner did not pay fees. New owner has now applied properly and wants to build. All new construction proposed will be in compliance.

McAlister: Motion to approve the conversion of the barn to a guest residence based on Bylaw XI.B.
Seconded: Sedlak
Project Approved: Unanimous (Accatino, Brozovsky, Dirkers, Dubiel, Ladewig, McAlister, Mizzi, Sedlak)

5.2.3 Letters of Inquiry to Potential Violators

These projects or planned projects are problematic for one reason or another and all need some level of communication or other action.

5.2.3.1 Ranttalo is out of compliance. His case is on the legal committee agenda.

5.2.3.2 Barthlen (SG 32-A3)
Plans a manufactured house on a foundation. Minor subdivision covenants do not allow it. In discussion now to seek a solution.

5.2.3.3 Thompson, De La Parra, King (NG 8-A1)
Property recently bought by three individuals. Rumor exists that they plan to install multiple tiny homes to house employees who work at a camp in Gardiner. One tiny house has already been moved onto the property without project plan. One residence already exists on the property. They are out of compliance and must be contacted.
Action Item: Sedlak to do first draft. McAlister to write a letter.

5.2.3.4 Rendleman (NG 68)
Building a large residence. Proposed to build a canvas-sided yurt as a guesthouse. Board approved the residence, disapproved the yurt. The fees are mixed up between the residence and yurt. The builder (Radick) has been informed.
Action Item: Need to communicate with Rendleman to reach resolution.

5.2.3.5 Thorpe (NG 6-A)
Has an RV on the property in which someone is living. Needs to be addressed. Mr. Sconyers was at the meeting and is living in the RV. He is working on the Thorpe property and is only briefly living there until that project is completed.

5.2.3.6 O'Connell (NG 5-C)
Sconyers reported that he has a potential buyer for the log cabin and will move it off as soon as possible.

5.2.3.7 Zsilavetz (NG 6-B1)
Has two RVs on site and people are living in them. Need to contact Zsilavetz to determine status and why those RVs are there and when they will be moved.
Action Item: McAlister will write letter – Sedlak agreed to provide first draft based on templates that are already available.

5.2.4 Updates

5.2.4.1 Grenier (NG 28-C)
The board had written to Mr. Grenier in the fall of 2021 informing him that his tiny home was not legal, had Covenant and sanitation violations per Covenant 3.05 and must be removed. He responded that it would be moved within 6 months. The tiny home has been sold and moved off the property.

5.2.4.2 Draft Tiny Home Policy for comment & consideration
A landowner group drafted a document as a first attempt to define standards and procedures for tiny homes to be built in the

community. This draft policy was made available to the board for consideration. Landowners will be given an opportunity to comment and then the board will vote on acceptance of this procedure at a future meeting.

There was substantial unified discussion between Leo Keeler and Director Dirkers about the origin of the declaration that structures under 200 square feet did not require project review. This standard was initiated in the Project Review Committee. It put in place a change in the Covenants without landowner approval and has wide-ranging consequences. The statement has been removed from the website but there is still concern. It must be addressed.

5.2.5 Nominations for New PRC Members

John McAlister made a motion nominating Leo Keeler, Ron Wartman, and Director Dirkers to join the Project Review Committee over objections of Director Mizzi who claimed that President McAlister did not have the authority under the court order to do that.

Seconded: Sedlak

Vote: Yes: Dirkers, Ladewig, McAlister, Sedlak
No: Mizzi
Abstain: Accatino, Brozovsky, Dubiel

Discussion ensued about the impact of abstentions on the voting outcome. No consensus, but Director Brozovsky said in past practice, an abstention was a no. People who abstained said that they did so because they did not know if President Pro Tem John McAlister had the authority to nominate new members to any committee.

Action: McAlister to get clarification from Judge Swandal on the scope of his authority and send it to the board.

5.4 Treasurer's Reports – McAlister

5.4.1 March 31st and First Quarter Financials

Discussion and approval

Sedlak: Motion to approve the end of year 2021 and first three quarters of 2022.

Second: Dubiel

Motion passed: Unanimous (Accatino, Brozovsky, Dirkers, Dubiel, Ladewig, McAlister, Mizzi, Sedlak)

5.4.2 FY2022 Budget

Presentation

Discussion & approval

Treasurer John McAlister presented the official budget plan for FY2022. Director Mizzi produced an alternative budget to the one produced by the Treasurer John McAlister and presented it.

McAlister: Motion to approve budget presented by the Treasurer.
Second: Sedlak
Vote: Yes: Accatino, Dirkers, Dubiel, Ladewig, McAlister, Sedlak
No: Mizzi
Abstain: Brozovsky

5.5 Roads Report – Dirkers

Director Dirkers described her work on the roads in the late summer and fall of 2021 in North and South. Very successful.

5.5.1 Road Survey & Report

This spring, Directors Dirkers and Ladewig surveyed the South roads on March 30. Directors Dirkers and Accatino surveyed the North roads on April 1. After that activity, Director Dirkers generated a report based on the notes from Directors Ladewig and Accatino and they collaborated on the final version. That report was recently presented to the board in written form.

5.5.2 Plans for Spring Grading & Guardrail/Post Repair

A month later, the process was repeated after the spring rains had started. Director Dirkers has been communicating with two bidding contractors on the state of the roads and their recommendations for the treatment. Director Dirkers has also prioritized cleaning the culverts and existing ditches, and the installation of new roadside ditches as needed to keep the water off the roads. Director Dirkers has ridden the roads with one new contractor who has not done the Glastonbury roads previously.

Director Dirkers pointed out the importance of repairing the guardrails and posts and the necessity of carefully planning and budgeting for these repairs, both for this year's immediate needs and into the future with a program of 5, 10, and 20 year plans.

Director Dirkers is anticipating bids from two contractors and is seeking bids on the repair of the guardrails and posts with those contractors and others.

Questioner: Will snow fence repair be prioritized? *Yes, in the fall.*

Questioner: Will maintenance of roads be done even if there is no mag chloride application? *Yes. Mag. chloride was applied just 6 months ago and both road contractors advise reapplying this fall.*

Mizzi: Put forward the idea of setting up a capital improvement account to use in adding guardrails and wants to get started this summer. Also wants to widen Upper Gemini and Caspari Way and add guardrails and posts. *Very hard to widen Gemini and very expensive. Perhaps in the far future.*

Keeler: Question about the mudhole on Aquila and the concern that the platted area of the road is not being fully maintained. *Yes. There was a misunderstanding of the platted road map and where the exact end of the platted are was on Aquila. It has been corrected now.*

McAlister: Motion to nominate Director Dirkers as the Chair of the Road Committee.

Second: Sedlak

Vote: Yes: Accatino, Dirkers, Dubiel, Ladewig, McAlister, Sedlak
Abstain: Brozovsky, Mizzi

8. **Visiting Landowner Input Period –** (15 minutes, up to 3 minutes per speaker)
Valerie O'Connell made absurd slanderous comments about John McAlister. The meeting broke up in chaos.

9. **Adjournment**
Meeting adjourned at 10:15

Finished Business – Past Meeting Minutes & Email Votes

The large volume of email votes and minutes of past meetings that have not been finalized by the board are under review and will be published separately as quickly as possible.

The Board approved these minutes at its meeting on June 28, 2022.

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Minutes
June 28th, 2022 – 7:00 pm

Virtual Only
Call-in Nos. 877-660-4969 or 406-272-4075
https://meetings.dialpad.com/room/glastonburymt

1. **Call to Order, Pledge of Allegiance, (7:00 p.m.)**
   Meeting called to order at 7:05 pm.

   PRESENT:
   Board: John McAlister (President Pro Tem), Directors: Aija-Mara Accatino, Timothy Brockett, Claudette Dirkers, Gerald Dubiel, Jerry Ladewig, Andrea Sedlak
   Ombudsman: Miriam Barker
   Landowners: Donna & Joe Marsik, Chris Brookhart, Leo Keeler, Doug Gill, Mark Seaver, Orion & Lauren Skinner, Christin Dhieux-Fowle, Martha McAlister, 406-223-8453, Jessica Debruin
   Board Absent: Newman Brozovsky, Charlotte Mizzi

2. **Announce meeting being recorded**

3. **Pledge of Allegiance** – Led by J. McAlister

4. **Invocation** – Given by J. Ladewig

5. **Minute of Silence**

6. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Chris Brookhart: Asked about road maintenance road list and requested some road mix on Pisces Way because it is muddy when it rains. Claudette – will add to Standish's list.

7. **Discussion about Invocation**
   - **7.1** Jerry provided some history of the progression from opening prayer to Pledge of Allegiance, invocation, and Minute of Silence. Made the point that this is carryover from the original church-based operation. GLA is now a corporation and the board meetings are corporate business meetings. Suggested that Invocation and Minute of Silence be dropped. Go with Pledge of Allegiance and get on with business.
   - **7.2** **Motion:** Ladewig: Eliminate the Invocation and Minute of Silence at the beginning of GLA Board Meetings.
     Second: Sedlak
     Yes: Sedlak, Ladewig, McAlister

No: Dirkers, Brockett, Dubiel, Accatino
Motion Failed

7.3 **Motion:** Ladewig: Drop Invocation and retain the Moment of Silence at the beginning of GLA Board Meetings.
Second: Sedlak
Yes: Sedlak, Dirkers, Brockett, Ladewig, McAlister
No: Dubiel, Accatino
Motion Passed

8. Officer and Committee Reports

8.1 **Elections Committee –** McAlister for Swandal

8.1.1 Nomination Packets Sent

Nomination packets were assembled and sent to all Landowners on June 1st to be returned by July 6th. To be eligible to nominate or be nominated, a Landowner must be in good standing by June 30th.

Judge Swandal requested a one page, double-sided, letter be organized by a board member in favor of separation, and another by an opponent of separation, to be included with the ballot packets. Director Brozovsky accepted responsibility for the separation opposition letter. Director Sedlak accepted responsibility for the separation support letter. Both letters are due to Judge Swandal by July 8th at 5 pm.

Ballot packets will be assembled and mailed by July 15th. All completed ballots are due no later than August 19th at 5 pm MDT. To be eligible to vote, a Landowner must be in good standing by July 31st. Completed ballots will be conveyed to GLA's outside accounting service, Accounting & Tax Solutions (ATS) based in Livingston for tabulation of the results according to the election procedures employed by GLA for elections.

Director Ladewig asked about the unopened and uncounted ballots that are being held by ATS from the prior aborted election. Director Dirkers stated that there is a 4-year retention requirement for election materials. Directors Ladewig and Sedlak pointed out the materials being held are for a failed election, never counted, and not of any relevance.
Motion: Sedlak: ATS be instructed to destroy ballots they are holding from the aborted 2020 election.
Second: Ladewig
Yes: Sedlak, Accatino, Ladewig, McAlister
No: Dirkers, Brockett, Dubiel
Motion Passed

8.1.2 **Fraudulent website:** In early to mid-May, Landowners received postcards pointing them to a "New GLA Website." The link was a fraud. It

provided some links into the official GLA website, along with a link to the payment button. It was designed to confuse Landowners and provide misleading election messages as official positions of the GLA. Judge Swandal wrote a letter that was promptly distributed in email and in hardcopy to all Landowners making them aware of the fraud. The notifications were mailed on June 22nd. Judge Swandal also asked the website host to reveal the owner of the website. A long discussion ensued concerning how to take down the fraudulent site and inform the Landowners of the actual truth behind the election membership.

8.2 Approve Minutes of May 11th Board Meeting

8.2.1

Motion: Sedlak: Approve May 11th Board Meetings.
Second: Ladewig
Yes: Sedlak, Dirkers, Dubiel, Accatino, Ladewig, McAlister
No:
Abstain: Brockett
Motion Passed

8.3 **Treasurer's Report** – McAlister

8.3.1 Financials were presented. Director Brockett asked again about the recreational lands not being on the balance sheet. I explained the situation with ATS and why I cannot just arbitrarily add them to the balance sheet. Director Brockett asked again for copies of bank statements and invoices.
Motion: McAlister: Approve GLA financials for April and May
Second: Dirkers
Yes: Sedlak, Dirkers, Dubiel, Accatino, Ladewig, McAlister
No: Brockett
Motion Passed

8.4 **Roads**– Dirkers, Chair

8.4.1 Bids for spring roadwork from Standish Excavation were approved by email vote because to the rescheduling of the June 15th meeting due to power loss throughout Paradise Valley.

8.4.1.1 Spring Road Maintenance

North Glastonbury Spring grading total bid was $16,505 by Standish Excavation. South Glastonbury Spring road maintenance, including culvert cleaning was $26,740 by Standish Excavation. South Glastonbury roadside mowing bid by Byron Kassing was $1,800.
Motion: Dirkers: Approve spending $16,505 for spring maintenance of North Glastonbury roads, $26,740 for spring maintenance of South Glastonbury roads, and $1,800 for roadside mowing of South Glastonbury roads.
Second: Sedlak

Yes: Accatino, Brockett, Brozovsky, Dirkers, Dubiel, Ladewig, McAlister
No: Mizzi
Motion Passed
Contracts approved by board in email vote and signed by McAlister. Beginning in North for Phase 1. Then move to South and then back to North for completion.

8.4.1.2 Mowing, Sign Replacement, Guardrails & Posts

Byron Kassing has been notified to start mowing in South as soon as possible.

Greg Sheldon has been contracted to mow in North. Contract will be forthcoming.

Purchase of posts and guardrails have been negotiated at a 90% discount ($200,000 saving) for all the material needed for North and South. Total cost would be $23,363. Claudette Dirkers is also working on logistics and locations for storage of materials.

Doug Gill expressed thanks to Claudette. He raised the matter of Caspari Way West and why it is not on the agenda for maintenance this cycle when we have such a budget surplus. An extended conversation between Claudette Dirkers and Doug Gill ensued about the need to address Caspari Way West and more broadly, a comprehensive road policy that treats everyone fairly.

8.4.1.3 Miriam Barker about Dry Creek Road Potholes

South Ombudsman Miriam Barker raised the point of the potholes on Dry Creek Road. Director Ladewig stated that she had contacted the county about the potholes and the missing Dry Creek Road sign. Director Ladewig also made the point that more people contacting the county could be effective in getting the problem addressed.

8.4.1.4 Guardrails & Posts

Motion: Dirkers: The bid for $23,383 from Mountain West Holdings in Billings, MT supplied by Devan Blake including guardrails, posts, and mounting hardware be accepted. These will be used to address problems in North and South with a long-term plan.
Second: McAlister
Yes: Dirkers, Sedlak, Brockett, Dubiel, Accatino, Ladewig, McAlister
No:
Motion Passed Unanimously.

8.5 Legal Committee – McAlister

8.5.1 Letters previously written and discussed at the Board meeting of May 11th, and in Legal Committee have been sent, and where appropriate, Attorney Seth Cunningham has been engaged to address landowners with continuing covenant violations.

8.6 Project Review Committee – McAlister

8.6.1 Nominations for New PRC Members

Motion: McAlister: Nominate Leo Keeler and Director Dirkers to join the Project Review Committee.
Second: Sedlak
Yes: Sedlak, Dirkers, Brockett, Accatino, Ladewig, McAlister
No: Dubiel
Motion Passed.

Motion: McAlister: Nominate Leo Keeler to be chair of the Project Review Committee.
Second: Sedlak
Yes: Sedlak, Dirkers, Brockett, Dubiel, Accatino, Ladewig, McAlister
No:
Motion Passed Unanimously

Motion: McAlister: Charlotte Mizzi be removed from the Project Review Committee.
Second: Ladewig
Yes: Sedlak, Dirkers, Brockett, Accatino, Ladewig, McAlister
No: Dubiel
Motion Passed

8. **Visiting Landowner Input Period –**

9. **Adjournment**
Motion: Sedlak: Adjourn meeting.
Second: Accatino
Voice vote: Yes
Motion Passed Unanimously.

Meeting adjourned at 9:12 pm.

Finished Business – Past Meeting Minutes & Email Votes

The large volume of email votes and minutes of past meetings that have not been finalized by the GLA Board are under review and will be published separately, as quickly as possible.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

August 19, 2022 – 7:00 pm

Virtual Only
Meeting

Call-in Nos. 877-660-4969 or 406-272-4075

https://meetings.dialpad.com/room/glastonburymt

1. **Call to Order, Pledge of Allegiance, one minute of silence (7:00 p.m.)**
   Meeting called to order at 7:05 pm.

   PRESENT:
   Board: John McAlister (President Pro Tem), Directors: Aija-Mara Accatino, Timothy Brockett, Newman Brozovsky, Claudette Dirkers, Gerald Dubiel, Jerry Ladewig, Charlotte Mizzi, Andrea Sedlak
   Ombudsman: Miriam Barker; Absent: John Carp
   Landowners: Gabriele Barthlen, Joe Bezotsky, Joanna Dawson, Pouwel Gelderloos, Doug Gill, Leo Keeler, Kiersten Kress, Donna & Joe Marsik, Martha McAlister, Isaac & Mariyana McCann, Debbie Newby, Joey Parker, Victorina Peterson, Mark Seaver, Orion & Lauren Skinner, Michelle Tepper, Kristi Sones, Linda Ulrich, Ron Wartman

2. **Announce meeting being recorded**

3. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Joe Bezotsky: Questions about Barthlen project (SG 32-A-3). Project Review Committee Chairman Leo Keeler answered.

4. **Approve Minutes of June 28th Board Meeting**
   Motion: Sedlak**:** Made a motion to approve the minutes of the June 28th, 2022, board meeting.
   Second: Ladewig
   Yes: Accatino**,** Dirkers**,** Dubiel**,** Brockett**,** Sedlak, Ladewig, McAlister
   No: None
   Abstain: Brozovsky, Mizzi (Neither were in attendance at the board meeting on June 28th and so cannot vote.
   Motion Passed.

5. Officer and Committee Reports

5.1 Treasurer's Reports – McAlister

5.1.1 June 30th and July 31st Financials & Commentary

Mizzi/McAlister/Dirkers: Discussion of the cost of guardrails, posts, hardware.

McAlister: Explanation of the accounting for the GLA lands that are not on the balance sheet.

Motion: McAlister: Approve financials and commentary for June and July 2022.
Second: Ladewig
Yes: Ladewig, Sedlak, Brozovsky, Accatino, Dirkers, Dubiel, McAlister, Mizzi (June)
No: Brockett, Mizzi (July)
Motion Passed.

5.2 Roads Report – Chairperson Dirkers

5.2.1 Spring Roadwork Status

Most of road work has been completed. Crew still working on culvert cleaning. Total costs thus far already approved by board: NG: $20,945; SG: $22,065.

Bids for repair work on guardrails in South; transport of guardrails, posts, hardware from Billings, MT; fixing/cleaning culverts in North; Caspari Way West improvement.

Director Mizzi asked about the quality of the guardrails and posts. Director Brockett vetted for the quality of the rails and posts; said they are excellent quality.

5.2.2 Pending Bids for Further Road Work

Motion: Dirkers: Approve Standish Excavation bid 22-228 in the amount of $775 to clean two culverts on Taurus and straighten one crushed end.
Second: McAlister
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Dubiel, Brockett, McAlister, Mizzi
Motion Passed Unanimously.

Motion: Dirkers: Approve bid 22-227 in the amount of $4,100 to load, transport, unload, and place guardrails, posts, blocks, hardware from Billings to the GLA unload site(s).
Second: Accatino
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Dubiel, Brockett, McAlister, Mizzi

Motion Passed Unanimously.

Motion: Dirkers: Approve Standish Excavation bid 22-229 in the amount of $2,860 to repair and replace broken posts and guardrails in both South and North Glastonbury.
Second: Ladewig
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Dubiel, Brockett, McAlister, Mizzi
Motion Passed Unanimously.

Motion: Approve Standish Excavation bid 22-224 in the amount of $13,500 for 530 tons of foundational gravel including hauling, distribution, pounding, blading, and compacting on Caspari Way West.
Second: Brockett
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Dubiel, Brockett, McAlister, Mizzi.
Motion Passed Unanimously.

Director Brockett praised the planning and negotiation being done by Director Dirkers and praised the board for the approval of these motions, as far-sighted. He also raised the point of selling land in Glastonbury to fix all the roads.

Director Dirkers raised the point that the snow management contract with Standish Excavation expired in July and pointed out that the next road chair and board will need to negotiate a new contract with Standish or some other contractor. Dirkers concluded her report with the idea to expedite snowplowing in NG and SG by simultaneously hiring two independent contractors for the benefit of resident's mobility and schedules.

5.3 Legal Committee Report – McAlister

5.3.1 Approve new Collections Attorney

Director McAlister pointed out the necessity of having an attorney on board to help collect the assessments from the particularly intransigent landowners who have large delinquent accounts with the GLA.

Motion: McAlister: Negotiate a contract with David Knobel of Crowley | Fleck to become the collections attorney for the GLA.
Second: Dirkers
Yes: Sedlak, Ladewig, Accatino, Dirkers, Dubiel, Brockett, Mizzi, McAlister
Abstain: Brozovsky (left the meeting without explanation)
Motion Passed.

5.3.2 Approve Tiny Home Policy

Director McAlister pointed out that the board has presented and discussed at board meetings on multiple occasions a proposal for a Tiny Home Policy written originally by a landowner. It has not been formally approved.

Motion: McAlister: Approve the Tiny Home Policy for the GLA.
Second: Dirkers.
Yes: Sedlak, Accatino, Dirkers, Dubiel, Brockett, Mizzi, Brozovsky, McAlister
No: Ladewig
Motion Passed.

5.3.3 Landowner Letters

Motion: McAlister: Responding to a formal complaint from a neighbor, Board to approve letter to Mr. Ranttalo requiring that he clean up his property of eyesores, old cars, debris, etc. within 30 days.
Second: Sedlak
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Brockett, Mizzi, McAlister
Recuse: Dubiel
Motion Passed.

Motion: McAlister: Responding to a construction on NG 28-A for which there was no project application, there be a letter sent to the landowner asking for information about the construction project. Board requested that the letter be modified to ask for explanation before finding in error.
Second: Ladewig
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Dubiel, Brockett, Mizzi, McAlister.
Motion Passed Unanimously.

Motion: McAlister: Send a letter notice to landowners (Mizzi, O'Connell) notifying them of the complaint letter concerning weed and vermin from a neighbor and asking for a response in 30 days.
Second: Ladewig
Discussion: Landowner Ron Wartman commented on the difficulty of clearing knapweed and rodents. He agreed that it was the responsibility of the board to let the complainant and the subjects of the complaint know of the formal complaint. Jerry thanked him for his comment. Linda Ulrich supported the need to clear the weeds and rodents.
Yes: Sedlak, Ladewig, Accatino, Dirkers, Dubiel, Brockett, McAlister, Brozovsky
Recuse: Mizzi
Motion Passed.

5.4 Project Reviews - Unconflicted

5.4.1 Tepper (NG 23-C) Well

Motion: McAlister: Approve well on NG 23-C as recommended by the PRC.
Second: Sedlak
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Brockett, Mizzi, McAlister
Recuse: Dubiel
Motion Passed.

5.4.2 Barnasevitch (SG 51-C) Residence & Septic

Motion: Sedlak: Approve two-bedroom modular home on property because the sanitarian approved the septic system for the larger home.
Second: Dirkers
Yes: Sedlak, Ladewig, Brozovsky, Accatino, Dirkers, Dubiel, Brockett, Mizzi, McAlister
Motion Passed.

5.4.3 McCann (NG 35-B) Variance, Residence, Septic, Garage
Variance required for a 25' encroachment on the eastern boundary leaving a 25' setback from their property line and an 8'encroachment on the southern boundary leaving a setback of 42' from the property line. Upon approval of the variance, also approve the plan for the home and garage on the property. Note, there has not been an application for a driveway, septic system and well. PRC worked with McCanns to identify eight neighbors impacted by the building to be contacted regarding the variance. Mr. McCann summarized neighbor input. There were no objections.

Motion: McAlister: Approve variance and home & garage for McCanns conditioned on the proper square footage calculation of the house, including both the lower and upper floors.
Second: Brozovsky
Yes: Brozovsky, Sedlak, Accatino, Dirkers, Dubiel, Mizzi, McAlister
No: Ladewig, Brockett
Motion Passed.

5.4.4 Barthlen (SG 32-A3) Residence, Garage, & Septic
Residence and attached garage with septic tank and septic system, and driveway. The major concern with this project was for the viewshed of the neighbor across Arcturus Drive on parcel SG 40-C.

The structure will have a walkout basement topped with a manufactured home. Total area of the basement, plus the manufactured would be approximately 1,146 square feet.

Motion from the PRC: That the Project Review Committee asks the Board to acknowledge that the current staked layout for the home and garage meets all GLA setback requirements and can be approved, and request the Board present to Gabriele and the Newby's (owners of SG 40-C), that moving the home and garage to the west can greatly reduce viewshed impacts, and that moving up to 93 feet to the west can be done without additional Board review. Exactly how far movement might be done is an issue for Gabriele and the Newby's to address. They both have expressed a willingness to work together to the benefit of both parties as much as possible in the location of the building, and the use of natural tone roofing and shingles or other materials that do not reflect the sun and cause significant sun glare. The Board should inform Gabriele that the viewshed impacts can also be greatly reduced with a natural tone roofing of shingles or asphalt tiles or other materials that do not reflect the sun and cause significant glare issues. Additionally, during processing this project, it was discovered that a manufactured home was not allowed in the subdivision covenants, which Gabriele did not indicate on the original applications. However, she has documented knowledge of the issue with the PRC and is working with the other subdivision lot owners to legally remove that prohibition.

Ms. Newby wanted the following statement to be entered into the minutes of the GLA Board: Ms. Newby stated that during the on-site project review, Dr. Barthlen agreed to consider moving her residence 30 to 40 feet to the west if the Newby's would share the cost of additional excavation. Ms. Newby stated that she wanted to accept that offer. Dr. Barthlen repeated her willingness to work out an agreement but noted that the exact terms would depend on the situation on the ground once the construction started. **(Note: This is not a matter for the GLA Board to manage or even discuss. This is a matter entirely for the two landowners to negotiate and resolve.) Ms. Newby wanted a copy of a memo to this effect that she wrote be attached to the minutes. It is hereby attached. Such attachment does not signify any responsibility on the part of the GLA Board to participate in any subsequent negotiation of the situation between Dr. Barthlen and Ms. & Mr. Newby.**

Question from Director Ladewig: Did the PRC visit the Newby's residence to evaluate the viewshed? Yes. Leo Keeler, John McAlister, and Claudette Dirkers all visited the Newby's home to observe.

Director Dirkers asked if there were plans for an apartment above the garage. Dr. Barthlen said no. There was a long subsequent discussion about the various drawings for the structure.

Questions were asked about the progress in modifying the subdivision covenants. Ron Wartman asked Dr. Barthlen if the subdivision covenants were not modified, would Dr. Barthlen be prepared to build a "stick frame" house on top of the basement. Dr. Barthlen answered yes. Ron Wartman stated that this should end the discussion of the subdivision covenants.

Motion: McAlister: Approve the building under the terms recommended by the PRC.
Second: Sedlak
Yes: Sedlak, Brozovsky, Accatino, Mizzi, McAlister
No: Ladewig, Dirkers, Dubiel, Brockett
Motion Passed.

5.5 Project Reviews – Conflicted

5.5.1 Gelderloos (SG 84-E) Driveway

PRC recommended approval of a driveway on this property with the notation that any future use of the existing septic system built for a shelter would require further review by the Park County Sanitarian. Mr. Gelderloos was informed that before work started on the property, the board would have to approve the project. Shortly thereafter, Mr. Gelderloos was observed to have started construction of the driveway prior to board approval. Mr. Keeler took pictures documenting the violation of the covenants. In email communication after being notified of the violation, Mr. Gelderloos said that he was working on his driveway.

Motion: McAlister: Declare Pouwel Gelderloos in violation of the GLA Covenants for starting construction of his driveway and fine him $250.
Second: Ladewig
Yes: Sedlak, Ladewig, Accatino, Dirkers, Brockett, McAlister
No: Dubiel, Mizzi
Abstain: Brozovsky
Motion Passed.

5.5.2 Dawson (NG 35-A) Auxiliary Building

Auxiliary building violated setbacks by being only 26.5 feet from road easement when it should have been 50 feet. PRC could not recommend approval of the building to the GLA Board of Directors. Dawsons would need to file a variance.

Just prior to the board meeting, an attorney for the Dawsons emailed to GLA Attorney Seth Cunningham. Because of the involvement of the attorneys, I recommended that this matter be tabled until discussion between the attorneys was completed.

6. **Visiting Landowner Input Period –** (15 minutes, up to 3 minutes per speaker)

7. **Adjourn**
   Motion to Adjourn: Sedlak
   Second: Ladewig
   Motion Passed on voice vote at 10:23 pm.

These minutes were approved by the Board in email vote September 18-20, 2022.

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Minutes
September 27, 2022 – 7:00 pm

Broderick Room, Chico Hot Springs
and
Call-in Nos. 877-660-4969 or 406-272-4075
https://meetings.dialpad.com/room/glastonburymt

PRESENT:
Board: Outgoing President Pro-Tem: John McAlister
New Directors: John Carp, Hendrik Gelderloos, Neil Kremer, Dennis Riley, Sandra Schreyer, Mark Seaver, Andrea Sedlak, Morgan Squires, Jewel Wieczorek
Ombudsmen: Ross Brunson (NG, in person), Jerry Ladewig (SG, online)
Landowners (in person): Leo Keeler, Dorothy Keeler, Martha McAlister, Sabrina Hannan, James Kozlik, Daniel O'Connell, Valery O'Connell, Christal O'Connell, Charlotte Mizzi, Aija-Mara Accatino, Miriam Barker, Newman Brozovsky, Claudette Dirkers, Linda Ulrich, Pouwel Gelderloos, Matthew Crowley, Jess Haas, Ron Wartman, Les Seago, Molly Ohlen, James Casey, Leah Casey, Wendy Riley, Jim Emmart, Jess Page
Landowners (online): Charles Barker, Joe Bezotsky, Joel Bonner, Nick Clark, Jessica DeBruin, Katie Eichhorn (via Ned Harris), Christin Dhieux-Fowle, Holly Gill, Doug Gill, Harris/McCowan, Linda Kremer, Jeffrey Ladewig, Marilynne Lambert, Jessica & John Lee, Cynthia Palk (& Raul), JW(?), Becky Wyman
ABSENT: New Directors: Alicia Roskind, Jaylyn Jensen, Scott Stomierowski

1. **Call to Order, Pledge of Allegiance, Moment of Silence (7:00 p.m.), (J. McAlister presiding)**
   Meeting called to order at 7:03 pm.

2. **Announcement that meeting was being recorded**

3. **Visiting Landowner Input Period –** Linda Ulrich thanked the Project Review committee for their helpful, courteous and efficient handling of her project. Pouwel Gelderloos complained he was not notified about being removed from the election so he regards the meeting as illegal. Claudette Dirkers asked who the call-in attenders are and Andrea Sedlak identified them. Ross Brunson suggested adding discussion of website to agenda item 5.5.2 (*sic*, now 4.5.2 in these minutes). John McAlister said he was writing up all the things he thinks the Board should address, including the website, which is needed for communication with the landowners. Jerry Ladewig (online) apologized for not attending in person and thanked the new board members for their willingness to serve and said she'd be following up with them about ideas for the new board to address.

4. **GLA Board Transition**

   4.1 Resolve NG Tie Vote, (J. McAlister presiding)
   Judge Swandal initially suggested a coin flip, but informed that the Bylaws require a

run-off election, he said the Board should decide how to resolve the tie. Discussion (a) acknowledged that a run-off election will likely require 2 months; (b) noted the possibility of an audit of the ballots; but (3) recognized that the counting was done by an accounting firm, including all re-checking per instructions, and the vote results were certified. Both James Kozlik and Morgan Squires said they would be content with whatever the new board decides.
Motion: Dennis Riley motioned to use the coin toss for this instant only and it would not set precedent for anything going forward. Mark Seaver seconded it.
Yes (4): Mark Seaver, John Carp, Andrea Sedlak, Dennis Riley
No (4): Hendrik Gelderloos, Sandra Schreyer, Neil Kremer, Jewel Wieczorek
Motion failed, meaning that the board should implement a run-off election
During discussion establishing the Election Committee members James Kozlik withdrew his candidacy, yielding the election to Morgan Squires.
Morgan Squires was seated on the Board.

4.2 Board Orientation – Documents to read, sign, return to Secretary, (J. McAlister presiding)
Code of Conduct, Confidentiality Agreement, Conflict of Interest Policy

4.3 Elect Officers for the New Board

4.3.1 **President: (J. McAlister presiding)**
Nominees: Hendrik Gelderloos; Dennis Riley
Votes (secret ballot): Gelderloos (3); Riley (5)
Dennis Riley elected President

4.3.2 **Vice President: (D. Riley presided now and in remainder of meeting)**
Nominee: Hendrik Gelderloos; no opposition
Hendrik Gelderloos elected Vice President

4.3.3 **Treasurer:**
Nominee: Jewel Wieczorek; no opposition
Jewel Wieczorek elected Treasurer

4.3.4 **Secretary:**
Nominees: Claudette Dirkers; Morgan Squires
Votes (secret ballot): Dirkers (1); Squires (7)
Morgan Squires elected Secretary

4.4 Establish Committee Chairs and Committee Membership

4.4.1 **Legal Committee**
Members: Dennis Riley (President, chair), Hendrik Gelderloos (VP),
Other nominees: Andrea Sedlak, Mark Seaver, Neil Kremer
Votes (voice vote): unanimous approval

4.4.2 **Finance Committee**
Member: Jewel Wieczorek (Treasurer, chair),
Other nominees: Mark Seaver, Charlotte Mizzi, James Kozlik

Votes (voice vote): unanimous approval

4.4.3 **Project Review Committee**
Nominees: Hendrik Gelderloos (chair), Neil Kremer, Linda Kremer, Pouwel Gelderloos
Votes (voice vote): unanimous approval

4.4.4 **Road Committee**
Nominees: Claudette Dirkers (chair), John Carp, Pouwel Gelderloos, Linda Kremer, Neil Kremer
Question raised as to whether a landowner must be in good standing to be on a committee. President defers that question to the next meeting in interests of completing this agenda.
Decisions on who will chair as to whether there will be separate chairs for NG and SG were deferred to the committee to decide at its initial meeting.
Claudette Dirkers also noted that the Road Committee needs a person responsible for dispatching snow plowing.
Votes (voice vote): unanimous approval

4.4.5 **Emergency Road Committee**
Nominees: Dennis Riley, John Carp
Votes (voice vote): unanimous approval

4.4.6 **Governing Documents Committee**
Nominees: Andrea Sedlak, Jewel Wieczorek, Sandra Schreyer, Claudette Dirkers, Morgan Squires, Douglas Gill. Committee will decide its chair.
Votes (voice vote): unanimous approval

4.4.7 **Election Committee**
Nominees: Andrea Sedlak, Morgan Squires, Ross Brunson, Jerry Ladewig.
Votes (voice vote): unanimous approval

4.4.8 **Complaint Committee**
Nominees: Sandra Schreyer, Ross Brunson, Sabrina Hannan.
Votes (voice vote): unanimous approval

4.4.9 **Community Property Committee**
In the past, this committee was disbanded and the complex issues pertaining to the community property were put under the legal committee.
Motion: John Carp motioned to reinstate the Community Property Committee. Jewel Wieczorek seconded it.
Yes (5): John Carp, Jewel Wieczorek, Hendrik Gelderloos, Sandra Schreyer, Neil Kremer
No (3): Mark Seaver, Andrea Sedlak, Dennis Riley
Abstain (1): Morgan Squires
Motion passed.
Discussion—The soccer field building is in serious disrepair, filled with vermin and mold, a health hazard, and needs to be razed. There's a complex tri-party deed agreement with the GLA, Park County, and Church Universal. The GLA

does not own it, the Church owns it and takes it back if we do not maintain it. The GLA pays taxes, maintenance, electricity, we paid to install a well, underground sprinkler system. The Board has not decided to spend any money on the property or to empower the Committee to do anything with it. All financial decisions have to be approved by the board. Besides the soccer field, subject of all this discussion, other community properties are included under this committee.
Nominees: Hendrik Gelderloos, John Carp, Charlotte Mizzi, James Kozlik, Matt Crowley, Pouwel Gelderloos
Votes (voice vote): unanimous approval

4.5 Next Items

4.5.1 **Determine Future Meeting Dates and Venue.**
Motion: Mark Seaver motioned that that Secretary look into various locations and meeting dates and make a recommendation to the Board. Morgan Squires seconded this.
Votes (voice vote): unanimous; motion carried
Motion: Jewel Wieczorek motioned that the Board hire an administrative assistant. John Carp seconded this.
Discussion: Mark Seaver pointed out that the board needs to carefully specify the requirements for the position. Charlotte Mizzi said she already has a document with that. She will give two thumb drives to the new Secretary with that statement together with all the information from the prior admin and from Charlotte's own work over the past year. She will also give Morgan Squires the secretary's seal, the credit card, and the check book. Dennis Riley asked who has the mail box key and the storage unit combination. Newman said he has them and will pass them on to Morgan Squires. Claudette said she also has a mailbox key that she will give to Morgan Squires.
Votes (voice vote): unanimous; motion carried

4.5.2 **Establish how board email will be transitioned**
Ross Brunson announced that each board member needs a specific board email address. He explained how the email system works and will give the board members explanatory diagrams. will brief the board on the email system and regarding the website.

4.5.3 **All committees must meet, select chairs, and prepare goals for coming term to be reported at next meeting**

4.6 Project Review Committee Recommendation
Leo reported on application for two prefab sheds on NG 28A. Claudette Dirkers and Leo inspected today and said that the application appears to be complete

and in compliance with all the GLA requirements and asked the Board to approve it so the new Project Review Committee can start with a clean slate.
Motion: Andrea Sedlak motioned that that the Board approve the Project Review Committee's recommendation to approve the NG 28A proposal to place two sheds. Jewel Wieczorek seconded this.
Votes (voice vote): unanimous; motion carried

5. **Visiting Landowner Input Period –**
   Daniel O'Connell asked about the needs for revising the website. Dennis Riley recommended that Ross Brunson brief the board and then the board can decide on whether they want a volunteer to do it or pay someone to do it. Claudette Dirkers asked how quickly the new board members will have their new emails in place so the outgoing board can stop handling the board business in the email system. Ross Brunson described the recommended email address format and asked that everyone send theirs to Morgan Squires who can collect them and send them to Ross Brunson. Valery stated there to stop lawsuits.

6. **Adjournment**
   Meeting adjourned at 9:02 pm.

Finished Business – Past Meeting Minutes & Email Votes

The large volume of email votes and minutes of past meetings that have not been finalized by the GLA Board are under review and will be published separately, as soon as possible.

Addendum
On October 8 2022, President Dennis Riley reported in the Board emails that Jewel Wieczorek resigned as treasurer. Scott Stomierowski motioned that the Board elect Mark Seaver to be Treasurer and Jewel Wieczorek seconded the motion. On October 9, 2022, the votes were Yes (8): Riley, Stomierowski, Wieczorek, Gelderloos, Sedlak, Squires, Carp, and Seaver. Not voting (4): Jensen, Kremer, Roskind, Schreyer.
Email votes require two-thirds approval (Bylaws, Article VI, J. Action Without a Meeting).
Mark Seaver was officially declared the GLA Treasurer.

The GLA Board Approved These Minutes, with the Addendum, on October 14, 2022.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

Wednesday - November 2, 2022 at 7:00 pm

Emigrant Hall with Virtual Zoom Option Available.

1. **Call to Order (7:02 PM)**

   Board Members Present- *Dennis Riley (President), John Carp, Andrea Sedlak, Mark Seaver (Treasurer), Alicia Roskind, Neil Kremer, Sandra Schreyer, Hendrik Gelderloos (Vice President), Morgan Squires (Secretary)*, *Scott Stomierowski (virtual), Jaylyn Jensen (virtual), Jewel Wieczorek*

   Landowners Present- *Charlotte Mizzi, Pouwel Gelderloos, Jerry Ladewig (SG Ombudsman), Jeff Ladewig, Val O'Connell, Ron Wartman, Les Seago, Ross Brunson (NG Ombudsman),* Phone participants: *Wendy Riley, Miriam Barker.*

2. **Approval of Meeting Minutes**

3. **Landowner Comment for Items Not on the Agenda-** *State your name and limit comments to 2 minutes. For items on the agenda landowner comment will be granted before each decision*

   3.1. Charlotte Mizzi: Commented over not receiving an email from the mailing list. Asked for list to be updated. Informed board that she has an email mailing list with landowners who opted in to receive emails. Morgan Squires commented that she is working to update the email list so more landowners receive GLA email notifications.

   3.2 Les Seago: Commented that he knows of ~3 wells going intermittently dry in S. Glastonbury. Discussion ensued over the current GLA covenant surrounding well log reporting. General consensus following Board discussion was that this covenant needs to be readdressed and possibly modified or removed from the covenants because well logs have not been regularly recorded or reported by landowners. And the State keeps well log records. Dennis Riley commented that the GLA does not carry responsibility for the condition of landowner's private wells. Andrea Sedlak stated the Covenants direct that if there is a problem with wells going dry, the GLA should institute a water use plan.

   3.4 Wendy Riley: Commented with information about legal requirements and board member roles and responsibilities. She referenced the Montana Code Annotated that pertains to nonprofit corporations. Wendy commented on the responsibility of board members to enforce the GLA governing documents.

   3.5 Jerry Ladewig- Continued discussion on aquifers. Hendrick Gelderloos questioned why the GLA has a review process for wells. Dennis Riley recommended that the Project Review committee and Governing Documents committee analyze the rules in the covenants that mention well logs.

4. **Unfinished Business**

   4.1. Discussion / Decision on adding or removing members to GLA Committees
   Discussion on adding additional board members to the Legal committee but wanting to avoid having more than 7 board members, a board quorum, on the committee. General consensus and decision to limit the Legal committee size to 6 board members.

Motion: *Motion made by Hendrik Gelderloos to add Jaylyn Jensen to the legal committee, second by Jewel Wieczorek. Unanimous roll-call vote, motion passes.*

Motion: *Motion made by Hendrik Gelderloos to appoint Jaylyn Jensen and Alicia Roskind Dearing to the Project Review committee, second by Neil Kremer. Discussion from John Carp is considering joining the Project Review committee at a later date. 11 yes (all except Scott Stomierowski) 1 non vote (Scott Stomierowski on remote). Motion passes.*

Motion- *Motion to add Alicia to the Election committee made by Jewel Wieczorek, second by Morgan Squires. Unanimous favor by voice vote. Motion passes.*

5. New Business

5.1. Discussion / Decision on committee emails lists, board online storage, Microsoft teams

Discussion and presentation from Ross Brunson on options to configure the board email flow and make communicating as a board more streamlined.

Public question from Ron Wartman on whether board emails are able to be subpoenaed. Ross Brunson responded that emails can be subpoenaed.

5.2. Discussion / Decision on Administrative Assistant job description

General discussion on whether the Administrative Assistant job title should change and general discussion over the pay range. Morgan Squires said she would look into potential pay in more detail and do a comparative pay review for similar positions in Park County.

6. Ombudsman Report(s)

6.1. N. Glastonbury Report - Ross Brunson – No update.

6.2. S. Glastonbury Report - Jerry Ladewig – No update.

7. Committee Updates- *Updates provided by Committee Chairs. Public comments after update is provided*

7.1. Project Review

7.1a. <u>Discussion / Decision on Welcome Packet</u>

Hendrik Gelderloos, chair, provided an update. The committee wants to work with other committees to create a welcome packet for new landowners.

<u>Action Item-</u> The Project Review committee will work with other committees to put together a welcome packet.

Public Comment- Val O' Connell commented that a welcome packet already exists. Charlotte Mizzi said she would find a previous welcome packet and forward to Hendrik Gelderloos.

7.1b. <u>Discussion / Decision on charging assessments following dry-in of new construction</u>

Mark Seaver provided background information on why the GLA charges assessments on new builds following dry-in of new buildings. In the past the Board found people were living in a dried-in unit and avoiding assessments.

Public comment- Pouwel Gelderloos commented that many cities allow an 18-month period from start of construction until assessments begin being charged.

7.1c. Discussion on Process for Final Inspections / Bond Returns

General discussion of final build inspections and bond returns being released. Mark Seaver stated that a bond return can take place when reseeding is complete. Landowners need to contact the Board to schedule an inspection for a bond to be released.

Public Comment- Charlotte Mizzi said there is a form the landowner fills out, affirming that the building is finished and the PRC committee can come to inspect and see that it's done (from outside) and reseeded.

7.1d. Discussion on the process for when LO are assessed fines for improperly following project review requirements

Neil Kremer commented that he would like to ensure landowners receive notice and a warning prior to the GLA assessing fines for out of compliance projects. Discussion ensued and was tabled until the Governing Documents committee and Project Review committee can review the current process for out of compliance projects and report back.

7.2 Finance Committee

7.2a. Treasurers Report

No report at this time due to unexpected passing of a tax accountant who assisted with GLA accounting and assessments. Mark Seaver reported that the GLA needs to upgrade the electronic Dropbox subscription which stores accounting documents and other electronic board records. Currently, it provides 2GB storage for ~$18/mo but is completely full. The upgrade would be less than $17/mo total and would provide 2TB storage. General Board consensus was that the greater capacity and more accessible location for storing files would be beneficial.

Public comment- Charlotte Mizzi wanted to know why the check details went away on the landowner's reports. Mark Seaver replied that check details are only given to Board members, and are not provided in the report disseminated to landowners.

Motion- *Motion by John Carp to reimburse Charlotte Mizzi for the ~$187 she spent to print the new board binders, second by Sandra Schreyer. Unanimous favor by voice vote. Motion passes.*

Discussion ensued that the Board needs to determine a monetary threshold for when a Director needs Board approval prior to spending GLA money.

7.2b. Access to treasurer@glamontana.org – For a period of time Mark Seaver did not have access to the correct email address to send assessments to landowners. Mark sent assessment statements from his personal email, and recipients may have ignored those as possibly spam, so the following motion was made:

Motion- *Motion by Mark Seaver to forgive late fees on Q4 assessments through December, 2022, second by John Carp. Unanimous favor by voice vote. Motion passes.*

7.3 Election Committee- No update, has not met.

7.4 Complaint Committee

Sandra Schreyer, chair, provided an update that she has yet to call a meeting. Sandra is trying to work through the complaints received and create a process to better handle and organize complaints.

Public comment- Jerry Ladewig, SG Ombudsman, discussed the role that the ombudsman plays in handling complaints. Many issues that come up are not formal complaints. Not everything flows through the ombudsman.

7.5 Community Property Committee

John Carp provided an update that the committee has not met.

Public comment- Val O' Connell inquired on who was on the community property committee and expressed interest in joining the committee.

Public comment- Charlotte Mizzi with support for Val O' Connell to be voted onto the Community Property committee because she helped form the Paradise Valley Recreational Community Association (PVRC), 501c3. Val explained that the PVRC was a nonprofit that raised money to maintain the soccer field property as parkland. Continued discussion on the history of the soccer fields and the previous role of the PVRC with maintenance of the soccer fields.

Public comment- Ron Wartman that the PVRC is dissolved. Dennis Riley moved the discussion back to the committee level.

7.6 Road Committee-

7.6a. Grading, gravel and snow removal

John Carp provided an update that gravel delivery and grading work will continue until the ground freezes, and then the work will transition to snow removal. Chad Standish will do snow removal work on the S. Glastonbury roads and sanding for both N. & S. Glastonbury. Mitch Larson will do snow removal for N. Glastonbury if the board approves Mitch's request for an hourly rate increase of $20 more per hour. John was approached by landowners who want to privately pay for additional gravel to be delivered on Hercules road.

7.6b. Snow fence

Snow fence repair at Sirius approved in Board email vote 11/1-11/3/22, to be completed by Blake Greg. The Road Committee will bring recommendation for the GLA to approve installation of a new 200ft long snow fence on Capricorn Rd. near Aquarius Rd. for $600 material cost, dependent on whether Blake Greg can complete the snow fence he is currently working on.

7.6c. Guard rails installation

$22,000 has already been spent by the previous Board of Directors to purchase used guard rails for installation along different areas in N. & S. Glastonbury. Guard rail installation project likely to be completed by Chad Standish but the project is currently tabled until spring time. Additional materials and design work is still needed prior to installation.
John Carp reported that Chad Standish will also provide a bid for repair work for the existing Hercules Rd. guard rail.

7.6d. Sirius Rd. bump

The bump continues to get worse. Chad Standish recommended to John Carp that the repair will require removing the asphalt on either side of the bump and replacing it with gravel until the spring time when asphalt repairs can be made. No decision at this time until the Road committee can get more information.

8. **Landowner Comment**

8.1. Jerry Ladewig has information on the Community Property committee that she wants to send to John Carp.

8.2. Val O Connell inquired if the board received the various court orderings and filings she mailed in. Morgan Squires confirmed they were received.

9. **Closed session-** Meeting closed at 10:35 PM to discuss Legal committee updates

10. **Adjournment**

Motion: *Motion to adjourn following the closed session made by Morgan Squires. Unanimous favor by voice vote. Meeting adjourned at 11:30 PM*

Finished Business- Past email votes will soon be available for view on the website under "GLA Board of Directors Official Email Votes"

Respectfully submitted by Morgan Squires

Approved during the 2022-02-09 BOD Meeting

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes

Thursday - December 8, 2022 at 7:00 pm

Virtual Zoom Meeting

1. **Call to Order (7:06PM)**

   Board Members Present*: Dennis Riley (President), Hendrick Gelderloos (Vice-President), Mark Seaver (Treasurer), Morgan Squires (Secretary), Jewel Wieczorek, John Carp, Alicia Roskind Dearing, Neil Kremer, Andrea Sedlak, Scott Stomierowski, Jaylyn Jensen*

   Landowners Present: *Aija-Mara Accatino, Charlotte Mizzi, Leslie Everett, Jerry Ladewig (S. GLA Ombudsman), Doug Gill, Miriam Barker, Joe Bezotsky, John McAlister, Cristin Dhieux-Fowle, Matthew Crowley*

2. **Approval of Minutes**
   The 2022-11-03 Minutes are incomplete so not approved yet.

3. **Landowner Comment for Items Not on the Agenda**
   3.1 Email List Suggestion
   Joe Bezotsky said he sent an email to the board earlier in the week with a suggestion to mail information to community members who are not on the email list. This led to a board discussion about the email list, cost of postage, and information about which landowners do not have email.

4. **Officers, Directors, Ombudsman(s) Reports**
   4.1 President's Report
   4.1a. Regularly Scheduled Board Meetings
   Dennis Riley led a discussion on the schedule for board meetings. Discussion ensued and the conclusion was that the GLA Board Meetings will be held the 2nd Thursday of each month. Dennis also requested that all committees schedule a regular monthly meeting on the same day every month.

   4.1b. Administrative Assistant
   Discussion on hiring the Administration Assistant. Hendrick Gelderloos commented that the position should be permanent to prevent the loss of information. Discussion ensued on the importance of a paid position and the possible need for an online software to assist with providing a number of functions we need (e.g., email lists, etc.) and keeping track of information.

   4.2 Treasurer's Report
   Mark Seaver mentioned that he was made aware of a board member who was violating MCA with defamation of character and spreading rumors about others. Discussion continued on appropriate board conduct, about being cautious, and ensuring our communications are accurate when interacting outside of the board to avoid rumors from spreading.

   Mark provided a financial update along with a treasurer's report handout. Included in the report were summaries of assessment collection (excellent), road maintenance expenditures (over budget in NG, under in SG, no mag chloride, no fall maintenance), snow removal expenditures, and legal fees. Additional discussion focused on unpaid assessments (substantial money collected in 2019 and 2021 by taking debtors to court; new collections attorney to come onboard).

   4.3 Ombudsman's Report
   4.3a. North: Ross Brunson was not present.

   4.3b. South: Jerry Ladewig had nothing to report. Jerry thought perhaps landowners do not know that she is the South ombudsman.

5. Committee Updates

5.1 Road Committee

5.5a. Fence Repair: Update on fence repair and snow plowing- 2 different snow plow contractors are out during snow storms. Discussion on snow fencing and working with landowners and the county on fence installation.

Motion - *Motion made by John Carp to approve additional costs for Greg Sheldon doing snow fence repair in both NG and SG, $600 materials/$800 labor, seconded by Mark Seaver. All in favor by voice vote; motion carried.*

5.5b. Snow Plowing: Update on snow plowing in North and South. Discussion of updating the snow plow contractor list on the website. If a private snow plow contractor lives in the GLA but is not in good standing, they will not be added to the publicly posted contractor list.

5.5c. Chip Sealing Project: Asphalt roads in NG were last chip sealed about 12 years ago and are due for it again. It will have to be done by next fall. It's expensive and will require financing. Three years ago did crack sealing. The road committee needs to look at that again in spring to see if that has to be done before chip sealing and what other repairs are needed (pot holes, etc.) North Glastonbury residents will need to vote to approve a special assessment to pay for chip sealing due to the cost. Because of the need for that vote, it may be unlikely to happen in 2023. The issue of the easement on Aries and Sirius needs resolution first.

Public comment from Joe Bezotsky with question on why Sirius road is being repaired if there is uncertainty if the road belongs to the Church Universal and Triumphant or if it belongs to the GLA. Dennis Riley replied that the easement issue is going to be resolved first. Joe Bezotsky also said that the GLA should get multiple bids for the chip sealing work.

5.5d. Spring Road Maintenance Contract: Update from John Carp that the road base is beginning to show on different roads and will need to be replaced before adding gravel and potentially mag chloride.

5.2 Finance Committee

Mark Seaver reported that the committee needs to meet to discuss the upcoming budget and have the budget ready to send to landowners in February.

5.3 Governing Documents Committee

Andrea Sedlak, chair, provided an update on the previous committee meetings and the main topics of discussion during the Governing Documents Committee meetings which included the following:

a. Selected Chair
b. Defined the committee's Charter
c. Identified goals–topics for the committee's work
    i. Wells
    ii. Vacation rental surcharges
    iii. Dwelling unit definitions
    iv. Covenants and Master Plan review for conflict
    v. List governing documents needing review based on changes to state law and current trends
    vi. Expand enforcement mechanisms/fines
    vii. Process to identify legal conflicts/violations by board members and committee members
d. Addressed Neil's proposal for clarifying the process for applying fines based on the governing documents.

Question from Jaylyn Jensen on whether the GLA has asked an attorney about GLA authority to fine landowners. Mark Seaver said yes, the board did inquire and was told they can apply fines.

5.4 Project Review Committee

Hendrik Gelderloos, chair, updated that committee meeting was postponed. Only one project currently under review and more information is needed before final review. NG 68 needs dried-in inspection. Another dried in at SG 40-A with a dried-in guest house. Mark Seaver needs this information to begin dwelling assessments. Discussion of the process: PRC notifies the Treasurer. Treasurer sends the landowner notice when the GLA sees they are dried-in and at the beginning of the next quarter they will be assessed for the dwelling.

5.5 Complaint Committee

The committee chair, Sandra Schreyer, resigned from the Board on 12/7/2022, so a new board member will need to assume the role of chair. Alicia Roskind Dearing agreed to chair the committee temporarily. Discussion of the official complaint form on the website and question of what happens after the complaint committee receives a complaint from the landowner. Distinguishing the roles of the Ombudsman and the Complaint Committee. Jerry Ladewig offered to sit in on a future complaint committee meeting to help differentiate those roles and to explain what the process has been in handling complaints on previous boards.

5.6 Community Property & Election Committee

John Carp, chair, reported they have not yet met. No update.

6. Unfinished Business

6.1 Community Announcements

Discussion about committee chairs sending out announcements. Mark Seaver pointed out that the community announcements should go out through the info@glamontana.org address, but access to that address is limited. Morgan Squires said she created a test template that committee chairs could fill in, depending on what the Board approved, and it could send an email to specific email addresses.
Action Item: Morgan Squires will send her test template to John Carp and Mark Seaver to review and for John to try.

Question about what email listing Morgan Squires has been using, since it appears to be outdated.
Action Item: Morgan Squires will update the email list with the November 12, 2022 landowners list provided by Andrea Sedlak.

6.2 Board Code of Conduct, Policies, & Training

Discussion/decision on hiring a consultant to conduct a board training workshop and on board code of conduct, policies.

Morgan Squires suggested two individuals–Ashley Kent and Dan Clark, private consultants, that train nonprofit boards but through the lens of Montana codes geared toward private and nonprofit sectors. Their usual fees are $500 for 4 hours and an additional $200 for set up and preparation of in-person meeting materials. The GLA can record their training and use it in the future.

Action Item: Morgan Squires will explore the possibilities of hiring a consultant for training, the possible schedule and cost.

Jaylyn Jensen asked if there was a code of conduct and policies for when a board can go into closed session. Mark Seaver pointed out that a closed session should only happen when the Board is discussing legal matters or employee matters. Dennis Riley said that if the audience is unruly then the best option is to end the meeting. Andrea Sedlak raised the Bylaws clause requiring open meetings. Dennis Riley suggested this be among the topics the training could cover.
Action Item: Morgan added this topic to the list the training should cover.

6.3 Board Vacancies

Two board resignations, Sandra Schreyer from NG and Neil Kremer in SG. Discussed notifying landowners within 30 days about these vacancies. Discussed sending a Newsletter with the announcement of the vacancies and to recruit more landowners to sign up for email notices. Dennis Riley will draft the communication to be reviewed by the board before sending to landowners. Also discussed recruiting new committee members, including the addition of Scott Stomeirowski to committees.

7. **New Business**

Discussion on the need to update the GLA Welcome Packet.
Action Item: Jaylyn Jensen offered to do an initial revision of the packet.

8. **Landowner Comment**

Doug Gill: Commented on the challenges of using MailChimp. He hadn't received emails from the GLA since the summer. Morgan Squires advised checking the Gmail Promotions Folder, where many of the MailChimp emails have been going. Doug Gill also asked about assessment statements. He hadn't received any. Mark Seaver said that when a landowner pays assessments for the full year in January/February, and they have a zero balance, then they do not receive any further statements during the year.

John Carp: Asked about the current status of GLA as filed with the Montana Secretary of State. Morgan Squires is working to reinstate GLA's status. The annual report is filed; we just need to submit the Title XV tax form. John Carp also asked for an update on vandalized signs in SG. Dennis Riley said the sheriff came out and will investigate.

Open Discussion: Status of financial statements, emailing of assessments.

9. **Adjournment**

Motion: *Motion to adjourn made by Mark Seaver, with a second by Hendrick Gelderloos. All in favor by voice vote. Meeting adjourned at 10:14 pm.*

Finished Business- Past email votes will soon be available for view on the website under "GLA Board of Directors Official Email Votes"

Respectfully submitted by Morgan Squires and Andrea Sedlak
Approved during the 2022-02-09 BOD Meeting

Glastonbury Landowners Association | Board of Directors
January 12th, 2023 – 7:00 PM

Emigrant Hall with Virtual Zoom option available.

Call to Order (7:04PM)

1.1 Board Members Present- Dennis Riley (President), John Carp, Hendrick Gelderloos (Vice-President), Jewel Wieczorek, Scott Stomierowski, Morgan Squires (Secretary), Jaylyn Jensen. Board Members Present Virtually- Mark Seaver (Treasurer), Alicia Roskind Dearing, Andrea Sedlak.

1.2 Landowners Present Virtually- Wendy Riley, Kiersten Kress, Mariam Barker, Eric Swigard, Joe Bezotsky, Leo Keeler, Neil Kremer, Michelle McCowan, Landowners Present in Person- Claudette Dirkers, Jerry Ladewig, Jeff Ladewig, Leslie Everett, Leo Keeler, Pouwell Gelderloos.

Approval of Meeting Minutes

2.1 2022-12-08 Meeting Minutes- postponed

Landowner Comment for Items Not on the Agenda

3.1 Leslie Everett – Expressed support for the new board membership and suggested pursuing professional board training. She also appreciated the GLA's increased communication with landowners through the new emailing list. However, she expressed concern about a tiny homes policy that was passed by the previous board without appropriate landowner engagement.

3.2 Scott Stomierowski, Hendrick Gelderloos, Andrea Sedlak, and Alicia Roskind discussed the existing tiny home policy, which can be found on the GLA website.

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

4.1a Dennis Riley provided an update on his plans to work on past-due collections and other projects. He also mentioned that the board is working on a newsletter. During public comment, Chuck Tanner asked about the current collections attorney for the GLA so his attorney could get in touch with them.

4.2 Treasurer's Report-

4.2a December Financial Report

4.2b Road Maintenance Costs- Projected 2023 road maintenance expenses exceed most of the 2023 proposed budget.

4.2c 2023 Budget–Mark Seaver presented a draft 2023 budget from the finance committee. Morgan Squires commented that landowners did not had the opportunity to review and comment on the proposed 2023 budget, and suggested a special budget meeting. A special budget meeting was scheduled for 1/18 at 7PM via Zoom. Mark Seaver recommended increasing the reserve funds available to ensure that the GLA has at least $100k in case of a road emergency.

4.3 Ombudsman(s) Report

4.3a None.

Officer and Committee Reports

5.1 Road Committee

5.1a Road Committee Chair- Powell Gelderloos nominated as new South Road Chair, with general consensus from the board that committees may elect their own chairs without approval as long as the committee members are appointed by the board.

5.1b Snow Fencing- Greg Sheldon completed ¾ of the snow fence repair work, but Randy offered finish the snow fence repairs. Discussion ensued on the efficiency of the current snow fence by Dry Creek, with Jeff and Les recommending a larger or more substantial snow fence, and Leo Keeler and Neil Kremer commenting on its efficiency. Discussion also ensued over the snow plowing contract.

5.1c Guardrail Installation- Discussion on the need for a professional engineer to provide guidance on the guardrail installation project, with several stretches of road identified as needing guardrails. Some landowners do not want the guardrails installed, while others believe they are important for liability protection and access for emergency vehicles. Question from Scott Stomierowski on how the board allocates funding between North and South Glastonbury.

Motion: *Motion to reimburse Tim Brockett for the invoice of $650.00 for Mountain Meadow moving guardrail materials on made by John Carp, second by Jewel Wieczorek. Unanimous voice vote, motion passes.*

5.1d Sirius Rd. Maintenance- Discussion on the serious challenges that Sirius Rd faces and the need for future maintenance, including bumps and depressions, alligatoring of road, inadequate road base, and lack of ditches to divert water off of the road. There is also confusion over ownership of the section of Sirius that cuts between lands owned by Western Shambala and the Story Ranch.

5.1e Spring Maintenance- Currently only Dirt Works has applied to provide a bid for spring maintenance, but other companies have been approached.

5.1f Long-Term Planning- Discussion on the need to meet with engineers to create a long-term plan.

5.2 Finance Committee

5.2a Update provided during Treasurer's report.

5.3 Governing Documents Committee

5.3a Update provided by Andrea Sedlak on the various goals established by the Governing Documents Committee. See attachment for the short and long term goals. During public comment, Leslie Everett expressed concern that the Committee's work potentially goes beyond its charter by looking into applying surcharges for vacation rentals. Jewel Wieczorek and Alicia Roskind Dearing expressed similar concerns of potential additional surcharges for rentals.

Motion: *Motion to appoint Leslie Everett to the Governing Documents Committee made by Morgan Squires, second by Hendrik Gelderloos. Unanimous voice vote, motion passes.*

5.4 Project Review Committee

5.4a Did not meet in December.

5.5 Complaints Committee

5.5a Update announced the resignation of the previous chair, Sandra Schreyer, and the current chair, Alicia Roskind Dearing, expressing a desire to step down. The discussion then shifted to the topic of dark skies and light pollution, with John Carp asking about possible enforcement mechanisms.

5.6 Community Property Committee

5.6a John Carp said that he will call a meeting in the near future.

5.7 **Election Committee**

5.7a Has not met.

Unfinished Business

New Business

7.1 Discussion / Decision about the open seat and need for a chair for Complaints Committee. Dennis Riley said he would call a meeting to discuss the existing complaints and delegate work to research the existing complaints.

Landowner Comment

Adjournment

Motion: *Motion to adjourn at 10:10PM made by Hendrick Gelderloos. Unanimous voice vote. Motion passes.*

Minutes Taken by: Morgan Squires

Minutes Approved Date: 4/13/2023

Glastonbury Landowners Association | Board of Directors

February 9th, 2023 – 6:00 PM

Emigrant Hall with Virtual Zoom option

Call to Order (6:13PM)

1.1 Board Members Present: Dennis Riley (President), Hendrick Gelderloos (Vice-President), Morgan Squires (Secretary), Jewel Wieczorek, John Carp, Jaylyn Jensen Board Members Present Virtually: Mark Seaver (Treasurer) Alicia Roskind Dearing, Neil Kremer, Andrea Sedlak, Scott Stomierowski,

1.2 Landowners Present: Claudette Dirkers, James Casey, Leslie Everett. Virtually Present: Doug Gill, Charlotte Mizzi, Leslie Everett, Les Seago, Wendy Riley, Raul Guerra, Mariam Barker.

Elect Two New Board of Directors to Fill Vacant Seats

2.1 Elect North Glastonbury Board of Director- Candidates Douglas Gill & Jim Koslik

2.1a **Candidates:** Douglas Gill; Jim Koslik
First Vote (secret ballot): Gill (5); Koslik (5)
Second Vote (secret ballot): Gill (4); Koslik (6) Jim Koslik was seated on the board

2.2 Elect South Glastonbury Board of Director- Candidates Leslie Everett & Pouwel Gelderloos

2.2a **Candidates:** Leslie Everett; Pouwel Gelderloos
Vote (secret ballot): Everett (8); Gelderloos (1), Hendrick Gelderloos Abstained
Leslie Everett was seated on the board

Approval of Meeting Minutes

3.1 2022-11-03 Meeting Minutes

Motion: *Motion to approve the minutes with amendments made by Jewel Wieczorek, second by Andrea Sedlak. Leslie Everett abstained, All else in favor by voice vote. Motion passes.*

3.2 2022-12-08 Meeting Minutes

Motion: *Motion to approve the minutes with amendments made by Mark Seaver, second by Alicia Roskind Dearing. Leslie Everett abstained, All else in favor by voice vote. Motion passes.*

Action Item 1 Morgan Squires to verify all Directors have signed the Conflict of Interest Form

Landowner Comment for Items Not on the Agenda

4.1 James Casey- Asked about square footage requirements of a structure that requires project review. Board discussion that the covenants and the Master Plan both outline the requirements in a slightly different manner. Dennis Riley recommended that all structures should submit a project review application.

4.2 Raul Guerra- Asked if the zoom meeting information will remain consistent. Morgan Squires responded that the Zoom Meeting ID should remain the same, but recommended checking the meeting notice emails.

Officers, Directors, Ombudsman(s) Reports

5.1 President's Report

5.1a Dennis Riley reported that he began the collections proceeding process for the top 10 landowners owing delinquent assessments.

5.2 Treasurer's Report

5.2a January Financial Report—Mark Seaver updated the Board on the status of the financial report, saying will be distributed to landowners soon.

5.2b Settlement—Mark Seaver reported that the GLA was offered a settlement of $11,000 for delinquent assessments and interest owed by the Davis property, which totals over $15,000. The GLA has a lien on the property. Discussion ensued over the potential risks and benefits of rejecting or accepting the settlement offer. Mark Seaver felt confident that the GLA will be paid the entire owed amount when the property is sold.

Motion: *Motion to reject the Davis settlement offer of $11,000 made by Mark Seaver. Unanimous favor by voice vote. Motion passes.*

5.3 Secretary's Report

5.3a Update on search for Executive Assistant

Motion: *Motion to approve paying to list the job posting on indeed made by Morgan Squires, second by Mark Seaver. Unanimous favor by voice vote. Motion passes.*

5.3b Morgan Squires requested additional assistance for secretary duties from other board members

Action Item 2 Morgan Squires to work with other board members and develop a plan on distributing the Secretary's workload.

5.4 Ombudsman's Reports

5.4a None.

Officer and Committee Reports

6.1 Project Review Committee - Update from Hendrik Gelderloos, chair.

6.1a SG-40-A Ackley dried-in status—The PRC confirmed the property is dried-in and can now be assessed for an additional dwelling unit.

6.1b SG-25 Destefano dried-in status—The PRC determined the property is not dried-in.

6.1c NG-68 Rendelman dried-in status—The Rendelman's resubmitted an additional project review fee.

6.1d Discuss / Clarify Standards for PRC approval (Yurt)— Hendrick Gelderloos asked why the previous PRC had rejected the Rendelman's initial application for a soft-sided yurt. Claudette Dirkers explained that the previous PRC met with the Rendelmans to discuss bear activity in the area, and as a result, the Rendelmans decided to build a hard-sided yurt instead.

6.1e Recommendation to BOD/Application of Dwelling Assessment— The PRC recommended changing the application of dwelling assessments so that the board would begin charging assessments 18 months after the initial building application is approved by the Board.

Motion: *Motion to change the current GLA process on applying dwelling assessments to new dwellings units to now be assessed 18 months following the initial Board approval of the project, contingent on 30-day landowner comment period on the proposed change with review from the Board made by Hendrick Gelderloos, second by Morgan Squires. Unanimous favor by voice vote. Motion carries.*

Action Item 3 PRC to create a landowner comment request mailing that explains the proposed change to the assessment policy.

6.2 Road Committee

6.2a Spring maintenance— John Carp provided an update on this, saying that the RC is seeking bids from 5 different contractors on spring road maintenance. Only Dirtworks and Standish Excavations have agreed to provide bids so far. The RC plans to select a contractor in March for spring maintenance (road grading, repairing potholes, etc) with work to begin in April.

6.2b Long-term planning— At least 2 contractor bids will be provided for asphalt chip sealing and gravel replacement. John Carp solicited bids from 6 different companies, only 2 companies responded.

Action Item 4 Morgan Squires to forward RC Minutes to Jaylyn Jensen to be posted on the website.

6.3 **Governing Documents Committee**

6.3a Andrea Sedlak provided an update, reporting that the GD Committee met twice since the previous board meeting. The Committee is consolidating reference materials and information from the previous years' GD meetings.

6.4 **Complaints Committee**

6.4a Dennis Riley provided an update, reporting that the Committee has not met but will meet.

6.5 **Community Property Committee**

6.5a John Carp provided an update, saying that the Committee has not met.

6.6 **Election Committee**

6.6a The committee has not yet met. Discussion ensued on when to hold the annual meeting in relation to the election. Dennis Riley directed the Election Committee to discuss when to schedule the annual meeting.

Unfinished Business

7.1 None.

New Business

8.1 None.

Landowner Comment

9.1a Claudette Dirkers is interested in what the Legal Committee's findings are regarding jurisdiction and ownership of Sirius road. Dennis Riley commented that the Legal Committee will discuss this before bringing it back to the Board.

Adjournment (9:03 PM)

Motion: *Motion to adjourn at 9:03 PM made by Jewel Wieczorek. Unanimous favor by voice vote. Motion passes.*

Board Meeting Action Items

Action Item 1 Morgan Squires to verify all Directors have signed the Conflict of Interest Form

Action Item 2 Morgan Squires to work with other board members and develop a plan on distributing the Secretary's workload.

Action Item 3 PRC to create a landowner comment request mailing that explains the proposed change to the assessment policy.

Action Item 4 Morgan Squires to forward RC Minutes to Jaylyn Jensen to be posted on the website.

Minutes Taken by: Morgan Squires

Minutes Approved Date: 2023-04-13

Glastonbury Landowners Association | Board of Directors Minutes

Thursday- March 9th, 2023 – 7:00 PM

Virtual Zoom Meeting

Call to Order

1.1 Board Members Present: Dennis Riley (President), Hendrick Gelderloos (Vice-President), Mark Seaver (Treasurer), Morgan Squires (Secretary), Dr. John Carp, Andrea Sedlak, Jaylyn Jensen, Jewel Wieczorek, Alicia Roskind Dearing, Leslie Everett, Jim Koslik, Scott Stomierowski

1.2 Landowners Present: Claudette Dirkers, Aija Mara, Edelweiss, Cristin Fowle, Jean, Joe Bezotsky, Amanda Hull, Leo Keeler, Ron Wortman,

Approval of Meeting Minutes

2.1 2023-02-08 Meeting Minutes- Not yet ready.

2.2 Approval of Email Voting Report- Discussion that the email voting report does not need to be approved because the votes were already made and the work is done.

Landowner Comment for Items Not on the Agenda

3.1 None.

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report- Dennis Riley reported he will be out of town until April 24th and requested for Hendrick Gelderloos to serve as the chair during the April meeting.

4.2 Treasurer's Report

4.2a February Financial Report- Mark Seaver update that the GLA was paid the entire $15,000 of delinquent assessments after the sale of the Davis property. Dennis Riley took the lien release for the Davis property to the County. Comment that 50% of the land & dwelling assessments have already been received.

4.3 Secretary's Report

4.3a Update on search for Executive Assistant- Morgan Squires provided update that two applicants to be interviewed in the near future.

4.4 Ombudsman's Report – None.

Officer and Committee Reports

5.1 **Project Review Committee**

5.1a SG-42 D Parker well application- The Project Review Application requires a 50-foot setback for water wells from the property line, but allows for a lesser distance in certain circumstances. The PRC voted to approve the SG-42 D Parker well application with a 30-foot setback from the property line.

Motion: *Motion to approve the well application for SG-42D made by Hendrick Gelderloos, second by John Carp. Unanimous approval by voice vote. Motion carries.*

Motion Discussion: The project application fee was submitted, and the Park County Sanitarian approved the well location. Discussion ensued over the potential redundancy of the GLA reviewing water well location, as the Park County Sanitarian approves the well location.

Action Item 1 Mark Seaver will send a project approval letter to the Parkers using the info@glamontana.org email.

5.1b NG-68 Rendelman guest house application- The PRC discussed the NG-68 application, and it was determined that the Rendelmans had already submitted an application and paid the project fee for the same structure. Hendrick Gelderloos will confirm that the application is for the same structure, and if so, the project application fee will be refunded.

Motion: *Withdrawn Motion to approve the Rendelman guest house application made by Hendrick Gelderloos, second by Jewel Wieczorek,*

Motion Discussion: Scott Stomierowski asked for clarification on if a yurt is considered a dwelling. Following discussion, it was confirmed that yurts can be dwellings. Motion repealed so the PRC can verify if the Rendelman's application was already approved.

5.1c Discuss / Clarify standards for solar panels- Discussion ensued over the standards for solar panels and it was noted that the GLA does not have any specific restrictions on them. Board discussion that solar panel arrays on a roof would not be considered a new structure, while free-standing solar panels may be considered a new structure and subject to project review.

5.1d Discuss drafted Notice for landowner comment- Jaylyn Jensen presented a draft postcard to be sent to landowners for a 30-day public review period regarding a potential change to the assessment schedule for new dwellings. The Board will review and approve the postcard before it is mailed to landowners for comment. The comments received will then be reviewed before the new policy is adopted.

5.2 **Road Committee**

5.2a Spring maintenance update - John Carp provided update, road work and spring maintenance will not begin until after bids are accepted

5.2b 2023 Plowing Costs – John Carp reported that current plowing costs for N. Glastonbury are $3,245 and $16,145 for S. Glastonbury, with wind drifting contributing to the significant price difference. The Road Committee plans to explore opportunities in the spring to install additional snow fences.

5.3 **Governing Documents Committee**

5.3a Andrea Sedlak provided an update on the committee's Feb. 20th meeting. The committee is continuing to work on projects and making comments on needed updates to the governing documents.

5.4 **Complaints Committee**

5.4a Discussion on Complaint Committee status- The Complaint Committee currently has only one board member, Alicia Roskind Dearing, but no committee chair. Alicia expressed that it is difficult to handle received complaints with limited committee members.

5.4b Alicia suggested two possible solutions: 1) Involving the Ombudsman to handle complaints that do not involve Governing documents violations, dissolving the Complaints Committee and then having the Board or a designated person address the complaint, or 2) Making the Complaints committee a closed Committee to protect landowner privacy and facilitate discussion of next steps.

Action Item 2 Alicia Roskind Dearing and Leslie Everett will review, revise and clarify the Complaints Committee procedures before presenting the proposed process to the Board for approval.

5.5 **Community Property Committee**

5.5a Tuesday - March 28th, 2023 will be the first meeting.

5.6 **Election Committee**

5.6a No update.

Unfinished Business

6.1 S. Glastonbury Sign Repair- John Carp inquired if quotes had been received for replacing the damaged S. Glastonbury sign. Dennis Riley said he solicited bids from contractors but has not received any.

New Business

7.1 Discussion on website updates including adding comment & email sign-up forms, removing legal cases off of the GLA website home page, the GLA website calendar of events and finding ways to improve email communication.

7.1a Discussion on the need for Morgan Squires to have access to the info@ calendar so meeting updates can be posted. General board consensus that the website calendar needs to be updated.

Action Item 3 Alicia Roskind Dearing will continue to look for website hosting alternatives that are more user friendly and easy to use.

Action Item 4 Morgan Squires to setup meeting with Mark Seaver and Ross Brunson to discuss email management and improvements.

7.2 Discussion on creating a GLA Board Standard Operating Procedure

Action Item 5 Action Item: Dennis Riley to give Jewel Wieczoerk a flash drive that may contain information useful in creating a standard operating procedure for the Board.

Landowner Comment

8.1 None.

Adjournment (10:00 PM)

Motion: *Motion to adjourn at 10:00PM made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

Board Meeting Action Items

Action Item 1 Morgan Squires to verify all Directors have signed the Conflict of Interest Form

Action Item 2 Morgan Squires to work with other board members and develop a plan on distributing the Secretary's workload.

Action Item 3 PRC to create a landowner comment request mailing that explains the proposed change to the assessment policy.

Action Item 4 Morgan Squires to forward RC Minutes to Jaylyn Jensen to be posted on the website.

Minutes Taken by: Morgan Squires

Minutes Approved Date: 2023-05-11

Glastonbury Landowners Association | Board of Directors Agenda

Thursday- April 13th, 2023 – 7:00 PM

Emigrant Hall or Join Via Zoom

Call to Order (7:05PM)

1.1 Board of Directors Present: Hendrick Gelderloos (Vice-President) Jewel Wieczorek, Leslie Everett, Morgan Squires (Secretary), John Carp, James Kozlik, BOD Present Virtually: Jaylyn Jensen, Alicia Roskind-Dearing, Scott Stomierowski, Dennis Riley (President), Andrea Sedlak, Mark Seaver.

1.2 Landowners Present: Pouwel Gelderloos Present Virtually: Chris Dhieux-Fowle, Claudette Dirkers, Douglas Gill, Mariam Barker,

Approval of Meeting Minutes

2.1 2023-02-09 Meeting Minutes

Motion: *Motion made by Leslie Everett to approve the 2023-02-09 Minutes as amended. Unanimous favor by voice vote. Motion passes.*

2.2 2023-01-12 Meeting Minutes

Motion: *Motion to approve the 2023-01-12 Meeting Minutes as amended made by Leslie Everett. Unanimous favor by voice vote. Motion passes.*

Action Item 1 John Carp and Mark Seaver to verify if Mountain Meadow has been paid twice for moving the guardrails.

Landowner Comment for Items Not on the Agenda

3.1 Pouwel Gelderloos- Inquired on what the GLA will do to handle existing complaints now that a Complaints Committee is inactive. Discussion ensued and Leslie Everett explained that she and Alicia Roskind Dearing are drafting a process on how complaints will be processed and how to incorporate the Ombudsman.

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

4.1a Dennis Riley reported that he has been out of town for 5 weeks but the legal committee has been meeting.

4.2 Treasurer's Report

4.2a Treasurer Mark Seaver reported that no reserve funds have been used for expenses this year and mentioned that Golden Age Village (GAV) has not paid dues on their 49 units, placing them in the top 10 landowners with back owed dues. The board discussed Mark disseminating financial reports before meetings to allow more time for review and voting on approval.

4.3 Secretary's Report

4.3a Update on MailChimp email subscription service- Morgan Squires updated the Board on the MailChimp email subscription service and stated that she had personally paid for a premium account. Discussion ensued about whether the Board should take over payments for the subscription or cancel it. Continued discussion on ways to increase landowner email engagement and the cost savings associated with email correspondence rather than postal mail.

Motion: *Motion made by Jewel Wieczorek to continue the ongoing use of a MailChimp premium not to exceed the cost of $16.00/month and reimburse Morgan Squires for the 2-months of premium. Motion passes by roll call vote.*

Yes Votes (10): Dennis Riley, Hendrick Gelderloos, Jewel Wieczorek, Scott Stomierowski, Alicia Roskind-Dearing, Jaylyn Jensen, John Carp, Leslie Everett, Mark Seaver, Andrea Sedlak.

Abstain (2): Morgan Squires and James Koslik

4.3b Update on search for Executive Assistant – Morgan Squires and Andrea Sedlak updated the board on the contractor applications received and discussed the interview process. The board reviewed the drafted Professional Services Contract and discussed concerns about potential legal fees in case of litigation from the executive assistant. Opinions were mixed, so the contract went to a vote.

Motion: *Motion made by Andrea Sedlak to approve the Professional Services Contract for the Executive Assistant with Madalyn Barnes contingent on checking her references. Motion passes by roll call vote.*
Votes Yes (9)- Leslie Everett, Jewel Wieczorek, John Carp, Andrea Sedlak, Mark Seaver, Alicia Roskind-Dearing, Dennis Riley, Scott Stomierowski,
Votes No (2)- James Kozlik, Hendrick Gelderloos
Abstain (1)- Morgan Squires

4.4 Ombudsman's Report

4.4a None.

Officer and Committee Reports

5.1 **Project Review Committee-** Hendrick Gelderloos provided update.

5.1a NG-69 Douglas Gill....Septic/Garage /ADU- The septic system is not ready for review but Douglas Gill is working with an engineer to coordinate a suitable location.

Motion: *Hendrick Gelderloos motioned to approve the ADU Project Application for NG-69. Unanimous favor by voice vote. Motion passes.*

5.1b NG-67-A Tyson Wright.....Dwelling/Variance- The PRC reviewed the requested location for the dwelling that required a variance and found that it would be of no visual impact to the neighbors. Additional discussion on the 2021 family conveyance transfer and division of the NG-67 into three parcels.

Motion: *Motion made by Hendrick Gelderloos to approve the Tyson Wright dwelling unit and variance to build the dwelling 25' from the boundary of the neighboring lot. Unanimous favor by voice vote. Motion passes.*

5.1c NG-36-C Aija-Mara Accatino.....Green House- The PRC found that the application is for a 12' x 10' greenhouse and meets all requirements for compliance.

Motion: *Motion to approve made by Hendrick Gelderloos to approve the Aija-Mara Accatino greenhouse. Unanimous favor by voice vote.*

5.2 **Road Committee-**John Carp provided update.

5.2a Snow plowing review- Update showed that $22,550 has been spent on snow plowing N. & S., exceeding the 2023 budget of $20,000, and this does not include the final invoice for plowing.

5.2b Mountain Sky Guest Ranch requested removal of GLA snow fencing installed on their property in Fall of 2022.

Motion: *Motion to pay Randy Traucht to remove the snow fence on the Mountain Sky Guest Ranch for a maximum price of $300 made by John Carp. Unanimous favor by voice vote. Motion passes.*

5.2c Approve Spring maintenance bids- The RC received bids from Chad Standish for a Spring road maintenance for N. & S. Glastonbury. No other contractors provided bids. The bids do not include ditching repairs.

Motion: *Motion to approve the bid for North Glastonbury Spring road maintenance from Chad Standish for $33,330 made by John Carp. Unanimous favor by voice vote. Motion passes.*

Motion: *Motion to approve the bid for South Glastonbury Spring road maintenance from Chad Standish for $40,150 made by John Carp. Unanimous favor by voice vote. Motion passes.*

Future Planning & Budget- With the Spring maintenance bids approved, only ~$6k remains for the Fall maintenance. The Fall maintenance needs might exceed the budget, which includes mowing and ditch repair. Mark Seaver commented that the GLA unallocated funds are meant to serve as a reserve funding source for road maintenance. Discussion ensued on the increasing costs of road maintenance, and the importance of communicating with landowners on the need for road repairs.

5.2d Long term planning includes guardrail repairs, road base repairs, chip seal repairs. A special long term planning meeting scheduled for May 1st to discuss how to fund and phase future repairs.

5.3 **Governing Documents Committee**- Andrea Sedlak provided update.

5.3a Andrea Sedlak reported that the GD committee is reviewing previous documents and work to improve consistency and eliminate errors or discrepancies.

5.3b GD Voting Updates-The GD committee is looking to update the GD to include flexible voting options such as hiring an outside firm to count ballots, as was done in 2022 with ATS Accounting. The process for updating the GD involves; (1) the GD committee making recommendations to the Board, who approves drafts. (2) The drafts are then reviewed by a lawyer before (3) going out to a 30-day landowner comment period, (4) official vote by landowners on the proposed changes with any revisions made considering landowners comment, then (5) drafted edits either adopted or rejected.

5.3c The Road Policy previously went through (2) 30-day landowner review periods and will be brought back to the Board for review and approval before formal adoption.

5.4 **Complaints Committee**

5.4a Alicia Roskind Dearing updated the Board on discussions with Leslie Everett regarding the Ombudsman's role in addressing neighbor-to-neighbor complaints that fall outside the scope of governing document violations. The Board also discussed updating the website to provide contact information for the Ombudsman and exploring the possibility of funneling complaints to the County.

Action Item 2 Leslie Everett and Alicia Roskind-Dearing to draft a landowner complaints procedure and process and present it to the Board.

5.5 **Community Property Committee**

5.5a John Carp provided update the CP committee will meet Thursday April 20th

5.6 **Election Committee**

5.6a The Election Committee work will convene after the final election procedures are clear, pending the outcome of the steps outlined in the Governing Documents committee report in 5.3b.

Unfinished Business

6.1 Discussion on website updates- Jaylyn Jensen can now modify all pages of the website and plans to get Board input on major website changes and updates.

6.2 File access- Jaylyn Jensen inquired about getting access to the Dropbox, locating old archives and creating a file directory.

Action Item 3 Morgan Squires to try a locate the old computer system to see if there are lost documents and old archives that can be shared.

Action Item 4 James Kozlik to sign confidentiality agreement.

Action Item 5 Jaylyn Jensen will call all of the numbers listed on the website to see if they are valid or if they can be removed.

New Business

7.1 Discussion on disseminating information to landowners (i.e. wildlife fencing article)- General discussion that information not directly pertinent to the majority of GLA landowners should not be sent out unless the information can be combined with a newsletter or has a relevant location on the website. Discussion that the GLA website is unable to track landowner engagement.

Landowner Comment

8.1 Claudette Dirkers- Inquired about the status of the welcome packet and relayed a message from another landowner about people skateboarding down the Sirius Hill. Jaylyn Jensen responded that the outline for the welcome packet has been created.

8.2 John Carp made comment that the S. Glastonbury sign that was cut with a chain saw was repaired, the cut out portion was sitting behind the sign and is reattached.

Adjournment 11:10PM

Motion: *Motion to adjourn at 11:10 PM made by John Carp. Unanimous favor by voice vote. Motion passes.*

Board Meeting Action Items

Action Item 1 John Carp and Mark Seaver to verify if Mountain Meadow has been paid twice for moving the guardrails.

Action Item 2 Leslie Everett and Alicia Roskind-Dearing to draft a landowner complaints procedure and process and present it to the Board.

Action Item 3 Morgan Squires to try a locate the old computer system to see if there are lost documents and old archives that can be shared.

Action Item 4 James Kozlik to sign confidentiality agreement.

Action Item 5 Jaylyn Jensen will call all of the numbers listed on the website to see if they are valid or if they can be removed.

Minutes Taken by: Morgan Squires

Minutes Approved Date: 2023-05-11

Glastonbury Landowners Association | Board of Directors Minutes
Thursday- May 11th, 2023 – 7:00 PM
Emigrant Hall or Join Via Zoom

Call to Order

1.1 Board Members Present- Dennis Riley (President), Hendrik Gelderloos (Vice-President), Morgan Squires (Secretary), Jewel Wieczorek, John Carp, Mark Seaver, James Kozlik, Andrea Sedlak, Leslie Everett, Scott Stomierowski (virtual)

1.2 Landowners Present- Val O' Connell, Dan O' Connell, Pouwel Gelderloos, Claudette Dirkers, Landowners Present Virtually: Linda Kremer, 406-xxx-8955, 406-xxx-3983, 215-xxx-7585, Cheyenne Bray, Sara Hirosaki, Chris Dhieux-Fowle, Byron Kassing,

Approval of Meeting Minutes

2.1 2023-03-09 Meeting Minutes

2.2 2023-04-13 Meeting Minutes

Motion: *Motion to approve both the 2023-03-09 and 2023-04-13 Meeting Minutes as amended during Board discussion made by Morgan Squires. Unanimous favor by voice vote. Motion passes.*

Landowner Comment for Items Not on the Agenda

3.1 Dan O'Connell- Presented a letter from Attorney Michael regarding the O'Connells vs. Chris Fowle litigation.

3.2 Chris Fowle- Stated that the lawsuit between Fowle and O'Connells is still ongoing and unresolved.

3.3 Val O'Connell- Continued discussion on the ongoing litigation against Chris Fowle and inquired about the status of her project review application. The application has not yet been reviewed due to the O'Connells' lack of good standing as landowners with the Board at the time of submission.

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

4.1a Update on Sirius Road maintenance responsibility- Dennis Riley reported that the responsibility for maintaining the paved portion of Sirius Road easement through Church Universal and Triumphant (CUT) property lies with the GLA. This information was obtained through consultations with two different attorneys. It was determined that the property owner granting the road easement, CUT, is not obligated to maintain the easement.

4.2 Treasurer's Report

4.2a April 2023 Financial Report- No expenses have been withdrawn from the cash reserves this year. Approximately 70% of land assessments and nearly 60% of dwelling assessments have been collected. Several inquiries were made regarding expenses related to different financial report line item categories:

- *Litigation costs-* The current expenses are associated with legal fees for reviewing proposed changes to the governing documents, sending collection letters, and seeking professional opinions.
- *Chip seal assessment fees*- These fees stem from a special improvement district passed by landowner vote around 2008.
- *Software costs*- These expenses cover the website domain name, website hosting platform, Uber conference, and Zoom video conferencing.

4.3 Secretary's Report

4.3a Update on Executive Assistant, Mady Barnes- Morgan met with Mady several times over Zoom and phone calls. They are currently collaborating on updating the Landowner master spreadsheet and acquainting Mady with the operations of the GLA.

4.4 **Ombudsman's Report**

4.4a None.

Officer and Committee Reports

5.1 **Governing Documents Committee-** Provided by Andrea Sedlak

5.1a Discussion on revoking / replacing Old Firearms Policy with new Firearms Guidelines document

Motion: *Motion to revoke the old Firearms Policy on the website and replace it with the new Firearms Guidelines Document as amended without typos made by Andrea Sedlak. Unanimos favor by voice vote. Motion passes.*

Motion Discussion: *James Kozlik with comment that the guidelines document that should include safe firearms practice information. Discussion on including a link to a FWP webpage that provides more detail on firearms safety around residential areas.*

Action Item 1 Jaylyn Jensen to update the GLA website page titled "Policies" to read "Policies & Guidelines"

5.1b Draft Bylaws Amendments for 30-day Landowner Review- Discussion regarding the proposed amendments to the bylaws presented by the governing documents committee.

Motion: *Withdrawn motion to approve sending the proposed Bylaws Amendments as revised to Landowners for 30-day review and comment along with the proposed cover letter as made by Andrea Sedlak*

Motion Discussion- *The Board identified areas in the draft bylaws that require additional attention and decided that the GD committee would reconvene to address these concerns. Once the suggested changes are incorporated, the board will proceed with a vote before sending the proposed amended bylaws to landowners for their review and feedback.*

Action Item 2 Governing documents committee will further review if additional changes are needed before sending the proposed Bylaw Changes back to the board for a vote, and then mailed to all landowners for public review.

5.2 **Project Review Committee**

5.2a NG 23-C Tepper project application for septic, driveway and residence

Motion: *Motion to approve the septic, driveway, and residence applications for NG 23-C made by Hendrik Gelderloos. Unanimous favor by voice vote. Motion passes.*

5.2b Discussion on sending official notice of project review approvals- Discussion on having the Executive Assistant send official notices for project review approvals so landowners can be more quickly informed.

Comment from Val O' Connell requesting a project review waiver.

5.3 **Road Committee-** Update provided by John Carp

5.3a Discussion /approval of roadside weed mowing bids- John Carp asked for input on choosing between a cicle mower or a rotary mower. General discussion on preferring a mower that creates the widest mowing path of the side of the road.

Motion: *Motion to approve $800 for Greg Sheldon to mow primary roadside easements in N. Glastonbury, and approve paying Byron Kasing for $1,800 for mowing S. Glastonbury roadside easements to be done after growth stops made by John Carp. Unanimous favor by voice vote. Motion passes*

5.3b Approve bid for spring culvert cleaning- Randy Rolfe provided John a proposal for 90 cleaning culverts, amounting to $1,800. John Carp requested an additional quote from Greg Sheldon to compare prices. Claudette Dirkers made comment that all of the culverts were inspected and cleaned in fall of 2022. No decision was made.

5.3c Approve bid for guardrails repair & review new guardrail project- N. Glastonbury guardrail work includes replacing an approximately 9 posts and rails, the majority of this work will be on Hercules Rd

Motion: *Motion to approve bid from Standish Excavation for $3,140 to repair broken Hercules Rd. & Sirius Rd. guardrails plus the $4,700 increase in gravel costs*
Discussion- Mark Seaver states that costs associated with maintenance repairs come out of the vacancy savings fund and not the budget?? (Q for Mark). Unanimous favor by voice vote. Motion passes.

5.3d Review new guardrail project- Sagittarius Skyway is a proposed location for ~1200ft section of pre-purchased guardrail. The RC is still awaiting bids on installation costs. Landowners have previously expressed concerns about potential increased drifting with the installation of guardrails. Concerned landowners suggested potential alternative options, including t-posts with cables and warning signs. Dennis Riley proposed that the RC has an onsite meeting at the controversial location for guardrail installation and invites all stakeholders to the meeting.

5.3e Review spring maintenance- Standish completed the spring road work in S. Glastonbury and is preparing to commence work in N. Glastonbury. However, Standish quoted a price increase for the work in N. Glastonbury due to the closure of Mill Creek Gravel, resulting in the need to source gravel from Livingston.Claudette Dirkers- Read off disappointed LO comments she received about Standish's work in S. Glastonbury.

Motion: *Motion to approve the $4,700 increase in gravel cost for grading in N.Glastonbury and to take the funds from the N. Glastonbury road fund. Unanimous favor by voice vote. Motion carries*

5.3f Review long term maintenance report- John Carp presented the RC's long-term maintenance report, highlighting priorities such as asphalt road repairs, gravel road maintenance, and guardrail installation. The report specifically addressed issues like alligatoring, poor road base, cracking, and potholes on the N. asphalt roads – Capricorn, Aries and Sirius. A bid of $46k was received for repairing 11 damaged areas and performing crack sealing on these asphalt roads, estimated to last 5 years. The complete chip-sealing project was projected to cost around $200k.

Mark Seaver explained that major road expenses were traditionally funded through a special assessment district, rather than from unallocated funds. If funds did need to be pulled from the unallocated funds for the N. Glastonbury road work, an equal amount would need to be allocated from the funds for S. Glastonbury. Mark also expressed concern that approving both the guardrails project and the $46,795 asphalt repairs would leave insufficient reserves for future emergencies. Discussion transitioned to finding ways to source the funding using a special assessment in Spring or Fall of 2024.

Motion: *Mark Seaver made motion to allocate $90,000 from unallocated funds and move $45k of that into NG road reserve funds and $45k into SG road reserve fund. Majority favor by roll call vote. Motion passes.*
Votes In Favor (7): Dennis Riley, Mark Seaver, John Carp, Leslie Everet, Scott Stomierowski, Andrea Sedlak, Jewel Weiczorek
Votes Opposed (2): Hendrik Gelderloos, Jaylyn Jensen
Votes Abstained (1): James Kozlik
Failed to Vote: Morgan Squires (no longer present at meeting, left at 10:00PM)

Motion: *Motion to table agenda item 5.4 and all subsequent agenda items to a separate meeting on Thursday June 18th at 7PM made by Jaylyn Jensen. Unanimous favor by voice vote. Motion passes.*

5.4 **Complaints Committee** *(Tabled until 5/18 meeting)*

5.4a Discussion on Memo with recommendations for a process to handle complaints

5.5 **Community Property Committee** *(Tabled until 5/18 meeting)*

5.6 **Election Committee** *(Tabled until 5/18 meeting)*

Unfinished Business *(Tabled until 5/18 meeting)*

6.1 Discussion on landowner input for the assessment policy change

New Business *(Tabled until 5/18 meeting)*

7.1 Discussion on closed meetings

Landowner Comment

8.1 **Dan O'Connell-** requested the removal of the O'Connell lawsuits against the GLA from the front page of the website. Dennis Riley informed Dan that the board previously voted on this matter and were in the process of making the updates to remove the lawsuits from the front page.

8.2 **Val O' Connell-** referenced a letter she received from the Brad Law firm stating that the O'Connells are in violation of the Covenants and the Master Plan. Val argued that she has a claim of benefits from SB30 that exempts her from certain Bylaws and Covenant changes. Dennis Riley explained that this was Val's interpretation of the state law. Val stated that she would seek a court decision on the matter.

Adjournment

Motion: *Motion to adjourn at 10:18PM made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

Board Meeting Action Items

Action Item 1 Jaylyn Jensen to update the GLA website page titled "Policies" to read "Policies & Guidelines"

Action Item 2 Governing documents committee will further review if additional changes are needed before sending the proposed Bylaw Changes back to the board for a vote, and then mailed to all landowners for public review.

Minutes Taken by: Morgan Squires
Minutes Approved Date: 2023-07-13

Glastonbury Landowners Association | Board of Directors Minutes

Thursday- July 13th, 2023 – 7:00 PM

Emigrant Hall or Join Via Zoom

Call to Order (7:23PM)

1.1 Board Members Present: Hendrik Gelderloos (Vice-President), Morgan Squires (Secretary), Jewel Wieczorek (Treasurer), Scott Stomierowski, Alicia Roskind-Dearing Board Members Present Virtually: John Carp, Mark Seaver, Andrea Sedlak, Leslie Everett, Scott Stomierowski

1.2 Landowners Present Virtually: Tim Brockett, Aija Mara

Approval of Meeting Minutes

2.1 2023-05-11 Meeting Minutes

Motion: *Motion to approve 2023-05-11 Meeting minutes made by Hendrik Gelderloos. Unanimous favor by voice vote. Motion passes.*

Landowner Comment for Items Not on the Agenda- *None.*

Officers, Directors, Ombudsman(s) Reports

4.1 **President's Report-** *None.*

4.2 **Treasurer's Report**

4.2a June 2023 Financial Report- Update by Jewel Wieczorek: Maintenance costs for S. road have exceeded the annual budget due to increased gravel expenses. Andrea Sedlak mentioned that SG 64B is now on the market and currently owes approximately ~$6,614 in arrears, and the treasurer needs to file a lien promptly to be reimbursed owed funds for the GLA upon sale. Mark Seaver emphasized the need for the treasurer to complete QuickBooks exhibit A and submit a lien filing through the Notary and Clerk and Recorder for this process.

Motion: *REPEALED- Motion to accept the Treasurer's report made by Alicia Roskind Dearing.*

Motion discussion: The Board chose not to accept the Treasurer's report due to completed PayPal transactions not being properly recorded on the Treasurer's report, thus showing some landowners as owing dues when they were paid in full.

Action Item 1 *James Koslik and Jewel Wieczorek to coordinate filing a lien against SG 64B*

4.3 **Secretary's Report**

4.3a Morgan Squires requested reimbursement for previously approved GLA expenses including Zoom video conferencing, MailChimp & postcards.

Motion: *Motion to approve $210.11 made by Jewel Wieczorek. Unanimous favor by voice vote. Motion passes.*

4.4 **Ombudsman's Report**

4.4a Update from the Board about rescinding the call for Ombudsman due to the limited election timeframe and the upcoming Bylaws Amendments vote and Annual Board elections. The Board determined it would be a duplication of time, effort, and expense to hold an Ombudsman election and a Bylaws Amendment vote, followed very closely by the annual election. Any newly elected Ombudsman would be up for re-election within two months.

Officer and Committee Reports

5.1 Governing Documents Committee

5.1a Accept Governing Documents committee report on the Bylaws Amendment Packet

Motion: *Motion to accept the GD committee's report to the Board on Landowner Comments and the attached Summary of Proposed Changes in the Restated Bylaws, Landowner Comments, and Governing Documents Committee Responses made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

5.1b Finalize mailing materials for Bylaws Amendments Ballot Packet

Motion: *Amended Motion to approve sending the Bylaws Amendments Ballot Packet to Landowners, including the Cover letter, Ballot, and Excerpted Text from the GLA Bylaws with an update to the cover letter modifying a sentence made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

Motion Discussion- Jaylyn Jensen questioned the shift to all mail-in ballots. Andrea Sedlak explained the shift followed Judge Swandal's 2022 election model. Discussion that only accepting ballots in the official ballot envelope prevents unauthorized duplication of ballots.

Action Item 2 *Morgan Squires to pick up the sealed ballot boxes used by Judge Swandal in 2022 and deliver them to the GLA's storage unit.*

5.2 Election Committee

5.2a Morgan Squires and Andrea Sedlak provided update that UPS will be hired for the Bylaws Ballot mailing to assist with printing, stuffing and mailing the voting packet. Morgan Squires will be at UPS to assist and verify that the mailing is conducted to the election committee's standards. For previous ballot mailings, a team of volunteers would complete the entire process, however insufficient volunteers were available to conduct the election mailing with only volunteers.

5.3 Project Review Committee

5.3a NG 70 Tim & Paula Phalen- Driveway Review

Motion: *Motion to approve NG 70 Tim & Paula Phalen Driveway Application made by Hendrik Gelderloos. Unanimous favor by voice vote. Motion passes.*

Motion Discussion- The landowners have not yet submitted an application for a dwelling on the site, currently only a driveway application is submitted. The driveway plan meets all GLA requirements.

5.3b NG 50 A-E LTS Architects on behalf of BK Montana LLC- Variance Review- Variance request was not yet ready for Board vote. Mark Seaver emphasized caution regarding variance approval due to past legal issues resulting from granted variances. Landowners seeking variances must supply supportive letters from neighboring landowners.

5.3c NG 61-B Darin & Rebecca Saunders- Guest House/ Septic Review- Applicants already have septic approval from Park County and the proposed plans meet all GLA requirements.

Motion: *Motion to approve NG 61-B Darin & Rebecca Saunders- Guest House / Septic Review made by Hendrik Gelderloos. Unanimous favor by voice vote. Motion passes.*

5.3d NG 69 Doug Gill- Septic Review - Septic application meets all GLA requirements.

Motion: *Motion to approve NG 69 Doug Gill- Septic Review Project Application made by Hendrik Gelderloos. Unanimous approval by voice vote. Motion passes.*

5.3e NG 41-C Oscar & Karen Fairbairn- shed- The proposed shed is 12'x16' built on skids. The proposed location meets the setback requirements for placement.

Motion: *NG 41-C Oscar & Karen Fairbairn- Outbuilding Review made by Hendrik Gelderloos. Unanimous favor by voice vote. Motion passes.*

5.3f The PRC will resume meeting the 1st Tuesday of the month starting again in August.

5.4 Community Property Committee

5.4a Update on $1,750 approved for the soccer fields improvements. The committee discussed reallocating funds approved to CPC seeding due to poor germination of initial seeding. Alternative suggestions discussed: 1) Holding a community picnic in Sept. 2) Creating site signage. Discussion shifted to ownership of soccer fields, querying if it belongs to Church Universal and Triumphant (CUT) or the GLA. Andrea Sedlak noted the property deed with a revisionary clause binding the property use to recreational purposes and barring GLA from selling it.

Action Item 3 Hendrik Gelderloos to email the General Deed Warranty for the soccer fields to the Board.

5.4b Progress update on soccer fields & building- The committee and volunteers have worked to broadcast grass seed, mow, make minor repairs to the outbuilding and irrigation system. The committee has seen an increased use of the fields as a result of these improvements.

5.4c Discussion transitioned to ownership of Sirius Road & maintenance – The 1998 original settlement agreement outlines that the Church Universal & Triumphant shall not be responsible to pay for the periodic costs of maintenance and upkeep of the road or easement.

Action Item 4 Andrea Sedlak to email 1998 Original Settlement to the Board.

5.4d Discussion: potential sale of two community properties: John Carp provided update on the CPC visit to the Community properties. Discussion centered on the potential sale of two community properties: Sagittarius Place (~70 acres) in S. Glastonbury and the Quonset Hut (~10 acres) at Sirius Hill in N. Glastonbury. The Quonset hut property could have 1-2 acres of developable land.

The ~138-acre community property in High South may host multiple potential building sites, but the Board felt this property should not be sold, as it is a recreational resource for residents. Mark Seaver emphasized the necessity of verifying any property restrictions before proceeding with the sale. Furthermore, the membership's vote is essential to approve any real property sale or ownership change.

Action Item 5 The Community Property Committee locate any associated legal documents on the community properties to see if there are restrictions on the sale of the properties by the GLA.

5.5 Road Committee

5.5a Update on guardrail installation project- John Carp recapped his meeting with 3 landowners who live on upper Sagittarius Skyway – Jim Kelly, Tim Brockett and Pete Ericksen, with Claudette Dirkers attending. The site in question has a large, steep drop-off next to the road. The meeting centered around safety at the site, including guardrails, road widening and cable usage. Landowners agreed on safety measures: caution signs, reflective snow markers, and snow fences.

The Board briefly discussed hiring an engineer for a road assessment on upper Sagittarius Skyway, but there was no decision on this.

Action Item 6 The Road Committee will obtain bids for safety measures and guardrail installation on Upper Sagittarius skyway.

5.5b Driver safety and uniform standards- Discussion shifted to other roads with safety concerns, particularly Hercules and Gemini. Mark Seaver urged consistent guardrail standards, with a priority on high-traffic areas like Hercules, Sagittarius and Gemini. Discussion emerged on GLA's overall road maintenance duty, considering driveways initially for single homes now handling more traffic due to parcel subdivision. Scott Stomierowki proposed master plan road standards for landowners' subdivisions. Alicia, Scott, and Jaylyn urged cautious spending on private roads.

5.5c Gemini Road Widening Bid- John Carp received a $32,000 bid for widening Gemini road due to safety concerns. John stated this bid involved recycling materials from the project rather than installing guardrails. Directors questioned spending large monies for a few landowners at a specific site. Alternative low-cost safety measures were recommended including chains, pull-outs, and snow markers. No action on the bid. John recommended further legal research on GLA liability to maintain roads.

5.6 **Complaints Committee**

5.6a Discuss updated complaint procedure protocol

5.6b Discuss adding a Complaints Committee webpage

Unfinished Business

6.1a Andrea Sedlak asked if the PRC meeting minutes have been posted, the PRC is working on the minutes.

New Business – *None.*

Landowner Comment – *None.*

Adjournment (10:04PM)

Motion: *Motion to adjourn at 10:04PM made by Scott Stomierowski. Unanimous favor by voice vote. Motion passes.*

Board Meeting Action Items	
Action Item 1	James Koslik and Jewel Wieczorek to coordinate filing a lien against SG 64B
Action Item 2	Morgan Squires to pick up the sealed ballot boxes used by Judge Swandal in 2022 and deliver them to the GLA's storage unit.
Action Item 3	Hendrik Gelderloos to email the General Deed Warranty for the soccer fields to the Board.
Action Item 4	Andrea Sedlak to email 1998 Original Settlement to the Board.
Action Item 5	The Community Property Committee locate any associated legal documents on the community properties to see if there are restrictions on the sale of the properties by the GLA.
Action Item 6	The Road Committee will obtain bids for safety measures and guardrail installation on Upper Sagittarius skyway.

Minutes Taken by: Morgan Squires

Minutes Approved Date: 9/14/2023

Glastonbury Landowners Association | Board of Directors Minutes

Thursday-August 10th, 2023 – 7:00 PM

Virtual Zoom Meeting

Call to Order (7:07PM)

1.1 Board Members Present Virtually: Hendrik Gelderloos (Acting-President), Morgan Squires (Secretary), Jewel Wieczorek (Treasurer), John Carp, Mark Seaver, Andrea Sedlak, Jaylyn Jensen, Alicia Roskind Dearing, Scott Stomierowski.

1.2 Landowners Present Virtually: Cristin Fowle, John McCalister, Neil Kreimer, Ron Wortman, Miriam Barker

Motion: *Motion to table agenda items 5.4c- 5.4d and 7.1 made by Hendrik Gelderloos, unanimous favor by voice vote. Motion passes.*

Approval of Meeting Minutes

2.1 2023-07-13 Meeting Minutes – *Not yet ready, tabled.*

Landowner Comment for Items Not on the Agenda- *None.*

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

4.1a Hendrik Gelderloos is now acting President, following Dennis Riley's resignation. Hendrik requested that another Board member either serve as the chair of the Project Review Committee, or serve as the Board President. Discussion ensued over who might have the qualifications to serve in either position. No decision was made.

4.2 Treasurer's Report

4.2a Jewel Wieczorek is now serving as new GLA Treasurer, following James Kozlik's resignation. Jewel requested Dropbox access, and provided update on laptop technical issues. Jewel requested the Board's guidance with creating outlined expectations and parameters on the Treasurer's duties, specifically with approving recurring monthly expenses. Additional discussion over the Treasurer and Secretary not having access to the Dropbox account.

Action Item 1 Mark Seaver to provide Morgan Squires with admin access to manage the DropBox account.

4.2b July, 2023 Financial Report- Comment that Spring road maintenance has not yet been billed to the GLA and is not reflected in the financial report.

4.3 Secretary's Report

4.3a Morgan Squires provided update that the Executive Assistant, Mady Barnes, plans to end her contract with the Board. Discussion shifted to the overall needs of the Board and how hiring an outside firm or using an HOA management software might benefit the Board.

Action Item 2 Morgan Squires to re-advertise the executive assistant position.

4.4 Ombudsman's Report- *None.*

Officer and Committee Reports

5.1 Election Committee

5.1a Review and approve BOD Nomination Mailing Packet materials

Motion: *Motion to approve the nominations mailing packet as amended and noted in the discussion to send to landowners in good standing made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

Motion Discussion*:* Discussion ensued over the nomination packet. Two minor edits were needed on the nomination documents, and one update was needed in the legal fiduciary materials.

5.2 **Project Review Committee**

5.2a NG 57B Andrew Billings / Richard Mead project application- An application for a dwelling was submitted by Andrew Billings, the prospective owner of NG 57B, currently owned by Richard Mead. Billings reported that the purchase of NG 57B was contingent on Board approval of the proposed dwelling. Although the project review application appeared to meet all Board criteria, the application was not formally reviewed because NG 57B was in arrears on dues.

5.3 **Legal Committee**

5.3a Discussion that the Treasurer is automatically appointed to the legal committee, therefore Jewel Wieczorek is now appointed to the legal committee.

5.3b The next legal committee meeting is scheduled for August 24th.

5.4 **Road Committee**

5.4a Noxious weed control & mowing update- N. & S. mowing has been completed a month behind schedule.

5.4b Fall road maintenance- The committee is looking at Fall grading options and alternative plowing options in N. Glastonbury since one of the the previously hired contractor's business has dissolved.

5.4c N. asphalt repair schedule- Was scheduled in late July, but due to a wet season, asphalt repair has been delayed until September.

5.4d Upper Sagittarius Skyway safety, guardrail project- A meeting is scheduled with Mike Story, County Commissioner, Park County Public Works department, landowners from the Upper Sagittarius skyway, and the road committee.

5.4e Snow fence repair update, N. snow plowing update- *Tabled.*

5.5 **Complaints Committee**

5.5a The complaint committee lacks a chair following James Koslik's resignation. Alicia Roskind Dearing gave a recap of the previous committee meeting. Discussion ensued that complaints pertaining to governing documents need to be addressed quickly or brought to the legal committee. Continued discussion on how to investigate complaints; the conversation is ongoing, no solution identified.

5.5b Fowle Fridley Creek Easement Violations- Morgan Squires & John Carp will schedule a time with the Fowle's to walk the creek easement and investigate the emailed violation complaint.

5.6 **Community Property Committee**

5.6a Review Soccer field sign- a recreational field sign is being drafted.

5.6b Community picnic event- Still in the planning stage with the event scheduled for September 10th. Looking for volunteers to help setup and a proposed budget of $500.

Motion: *Motion to reallocate funds from the grass seeding budget to the community picnic costs made by John Carp. Unanimous favor by voice vote. Motion passes.*

Action Item 3 Morgan Squires to work with the CPC to draft the soccer field sign for review. John Carp to continue working on plans for community picnic.

5.6c Review community property sale- John Carp solicited Board input on their opinions to solicit a landowner vote on the sale of any of the community properties. General discussion that both N. & S. Glastonbury should have community properties available. General consensus that more information is needed.

Action Item 4 The Community Property committee will look into any possible deed restrictions on the properties and report back to the Board with more information.

5.7 **Governing Documents Committee-** *None.*

Unfinished Business- *None.*

New Business

7.1 Discussion on search for a new website hosting platform and HOA management software- *Tabled.*

7.2 GLA Board succession planning- discussion on soliciting help from an outside management company to assist.

Action Item 5 Hendrik Gelderloos requested that each committee come up with a list of duties that an outside firm or improved software can assist with.

Landowner Comment- *None.*

Adjournment (10:41 PM)

Motion: *Motion to adjourn at 10:41PM made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

Board Meeting Action Items

Action Item 1 Mark Seaver to provide Morgan Squires with admin access to manage the DropBox account.

Action Item 2 Morgan Squires to re-advertise the executive assistant position.

Action Item 3 Morgan Squires to work with the CPC to draft the soccer field sign for review. John Carp to continue working on plans for community picnic.

Action Item 4 The Community Property committee will look into any possible deed restrictions on the properties and report back to the Board with more information.

Action Item 5 Hendrik Gelderloos requested that each committee come up with a list of duties that an outside firm or improved software can assist with.

Minutes Taken by: Morgan Squires

Minutes Approved Date: 09-14-2023

Glastonbury Landowners Association | Board of Directors Minutes

Thursday-September 14th, 2023 – 7:00 PM

Join Via Zoom or Dial In

Call to Order (7:11 PM)

1.1 Board Members Present: Hendrik Gelderloos (President), Morgan Squires (Secretary), Jewel Wieczorek (Treasurer), Scott Stomierowski, Alicia Roskind-Dearing, John Carp, Mark Seaver, Andrea Sedlak, Leslie Everett

Landowners Present Virtually: Ron Wartman, Cristin Fowle, Cheyenne Fowle, Edelweiss, Alyssa Allen, Jerry Ladewig, Scott Wheeler, Valerie Wheeler

Approval of Meeting Minutes

2.1 2023-07-13 Meeting Minutes & 2023-08-10 Meeting Minutes

Motion: *Motion to approve the 2023-07-13 & 2023-08-10 Meeting Minutes made by Hendrik Gelderloos. Leslie Everett recused herself due to not being present during the 8/10 meeting, all else in favor by voice vote. Motion passes.*

Landowner Comment for Items Not on the Agenda

3.1 Ron Wartman- Asked the status of the road damage caused by Mill Creek Contracting. John Carp responded that the company has dissolved and is not responding or taking responsibility for the damage. John informed the board of ~7 areas alongside Capricorn and Aries roads where sod was gouged and damaged during plowing. The road committee plans to look into repairs.

Officers, Directors, Ombudsman(s) Reports

4.1 **President's Report-**

4.1a President Resignation- Hendrik Gelderloos announced his resignation from the GLA board at the meeting's end, citing the need to prioritize his professional and personal commitments. Board members expressed their gratitude for his service.

4.1b Elect New GLA President-

Candidates: Alicia Roskind-Dearing; Andrea Sedlak

Secret Ballot Vote: Roskind-Dearing (4); Sedlak (3), Alicia Roskind Dearing voted in as new president.

4.2 **Treasurer's Report-**

4.2a August, 2023 Financial Report- Jewel Wieczorek reported that the GLA is slightly under budget in the August financials. Questions arose regarding the accuracy of the percentage of landowner assessments received in the August quarterly profit and loss statements. Some board members believed that the quarterly format made the report more challenging to interpret. Jewel mentioned she would contact ATS to verify the accuracy of the quarterly profit and loss statement and request more reader-friendly formats for future reports.

Motion: *Motion to approve both the July and August financial made by Jewel Wieczorek. Unanimous favor by voice vote. Motion passes.*

4.3 **Secretary's Report**

4.3a Update on search for administrative assistant – Morgan Squires has no update.

4.4 **Ombudsman's Report-** *None.*

Officer and Committee Reports

5.1 Election Committee

5.1a Review and approve BOD election cover letter and ballot template

Motion: *Motion to approve the draft election cover letter and ballot template as discussed, allowing that the yellow blanks be filled in once the numbers of eligible candidate's numbers are known made by Andrea Sedlak. Unanimous favor by voice vote. Motion passes.*

Motion: *Motion for the board to establish 20 votes as the minimum threshold required for election to the Board of Directors made by Andrea Sedlak. Majority favor by voice vote, Motion passes.*
(9) Votes In Favor & (1) Vote Opposed, Morgan Squires

Motion Discussion: Andrea Sedlak explained the board's authority to set such a threshold is defined in Bylaws Article VI.D.5. The discussion focused on ensuring that directors seated on the Board had fair support of ~5% of Landowners, promoting both support and accountability. Voting patterns from the past eight GLA elections were reviewed, and no directors were elected with less than 20 votes during that period. Morgan Squires suggested that the minimum threshold be lower.

5.2 **Project Review Committee-** Alicia Rokind Dearing provided project review reports on current PRC applications.

5.2a NG29-A1 Mordensky outbuilding application- Upon inspection, the outbuilding met GLA requirements.

Motion: *Motion to approve the Mordensky outbuilding application made by Alicia Roskind-Dearing. Unanimous favor by voice vote. Motion passes.*

5.2b SG 84-E Gelderloos cabin application

Motion: *Motion to approve the SG 84-E Gelderloos cabin application made by Alicia Roskind Dearing. Hendrik Gelderloos recused himself due to conflict of interest, all else in favor by voice vote. Motion passes.*
Motion Discussion- The initial application miscalculated the mileage fees, but the error was found, correct and the associated fees were paid. Andrea Sedlak commented that SG 84-E underwent a court order to subdivide the lot, resulting in a variance of lot sizes that are smaller than those typically allowed in the Master Plan.

5.2c NG 37-D Discussion Wheeler- Alicia Roskind Dearing reported a covenant violation involving the use of green-painted cargo trailers by the Wheeler family. They are using these trailers for storage while they clear an underground shelter and prepare to construct their permanent building within two years.

Action Item 1 John Carp to schedule a meeting with Scott Wheeler and his neighbors and assess eligibility for a variance request on the Wheeler Cargo trailer issue.

5.2d SG 34-A3 Ohlen Application for final project approval- The project is complete and met requirements for final approval and bond return.

Motion: *Motion to approve SG 34-A3 Ohlen application for final project approval and bond return made by Alicia Roskind Dearing. Unanimous favor by voice vote. Motion passes.*

5.3 **Legal Committee**

5.3a Discussion / Decision to approve sending a covenant violation letter to the Fowle's

Motion: *Motion to approve sending a covenant violation letter to the Fowles made by Mark Seaver. Majority favor by roll call vote. Motion passes*
(4) Votes in Favor: John Carp, Andrea Sedlak, Mark Seaver, Hendrik Gelderloos
(2) Votes Opposed: Morgan Squires, Alicia Roskind Dearin
(3) Votes Abstain: Jewel Wieczorek, Scott Stomierowski, Leslie Everett,

5.3b Discussion on improving Legal Committee communication with the board. Leslie Everett requested that the entire board be briefed on all of the legal committee's activities, particularly given the associated expenses and liability risks associated with the legal committee's actions.

Motion: *Motion to recess the meeting until the following week made by Hendrik Gelderloos. Unanimous favor by voice vote. Motion passes at 11:13 PM.*

Board Meeting Action Items

Action Item 1 John Carp to schedule a meeting with Scott Wheeler and his neighbors and assess eligibility for a variance request on the Wheeler Cargo trailer issue

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Minutes Taken by: Morgan Squires

Minutes Approved Date: 12/9/2023 by email vote

Glastonbury Landowners Association | Board of Directors

Agenda Wednesday –January 24th, 2024 – 7:00 PM

Join Via Zoom or Dial In

Call In: +1 720 707 2699 **Meeting ID:** 879 1933 7183 **Password:** 2023

Call to Order (7:09pm)

1.1 Board Members Present- Alicia Roskind Dearing, Doug Gill, Leslie Everett, Jack Sutton, Tim Brockett, Scott Stomierowski, Jewel Wieczork, Jaylyn Jenson, John Carp, Claudette Dirkers

1.2 Landowners Present- Miriam & Charles Barker, Linda Ulrich, James Everrett, James Dearing,

Approval of Meeting Minutes

2.1 Discussion on January 17th 2023 Minutes- Discussion ensued about minutes. Three statements in question need to be sent to our attorney before approval of minutes can proceed.

Landowner Comment for Items Not on the Agenda

Linda Ulrich: Comment on plowing. She did not see any sand on the road until Wednesday making the roads dangerous. She felt it was unevenly spread as well. She noticed the county had plowed and sanded Storey Rd. John stated that someone unknown plowed the roads. It was not GLA that plowed. He is unsure of who did the plowing. Linda feels that sanding needs to be better.

Budget Discussion

- Doug: The budget now has a $40,000 reduction in the road budget and no assessment increase. Doug wants to raise an objection that we are potentially overspending by $30,000 if we don't reduce the road budget by $40,000.

- Jewel: John said he wanted Jewel to reduce the budget to make it equal to last year's budget. So she did not increase assessments but that we would reduce the Road's budget to the same as last year's budget.

- Claudette pointed out that the budget has obsolete names under Legal and that they need to be removed before we can approve this budget. Board agreed. Budget discussion was tabled.

Road Budget Discussion

- Doug discussed that it defeats the purpose of having a committee if one member can override the consensus committee decision at the last minute in a Board meeting. He wants to honor the committee members' time.
- Claudette points out that some of the lines are obsolete and need to be removed. Some need to be added.
- Budget needs to be tabled for tonight.
- Quorum for a committee is at least 50% committee members.

Minutes from January 17, 2024 Meeting

Discussion: Claudette is concerned that Jaylyn's statement would violate Rule 201 and that Tim's statements in 5.2 motion discussion and 6.1b motion discussion can be considered slander. Discussion around Jaylyn's statements in regards to Tim. Linda Ulrich expressed concern over specificity.

Motion: *Jaylyn makes a motion to approve the minutes with her statements included. Scott seconded. Motion tabled.*

Motion Discussion: *Doug feels Jaylyn captured the tone and tenure of the discussion. He suggests leaving just the synapsis but not the whole statement. Scott wants the statement included or nothing. Jack suggests, do we need to ask Legal? Leslie suggests approving with conditional guidance from Seth. Claudette heard two things that are not verifiably true. Article 11 he should be given due process. Leslie would like to make a recommendation to amend the motion to be approval of the minutes conditional on us inquiring with Seth if the statement should be included in the posting of the minutes. Because there is not a pressing need to push through these minutes, then we should table and continue to work on them.*

Action Item: Alicia will reach out to Seth about Jaylyn's statements and comments by Tim. Claudette will provide statements she is concerned about. 5.1 motion discussion. 6.1b motion discussion.

Jewel said she spoke with Walter and Regina Wulsch and they explained their point of view in regards to Tim's accusations at the last meeting. They said no fine was levied and that Tim had sent a letter to the Army Corp of Engineers with complaints against. They worked with the agency and all the work was completed satisfactorily and approved. They have a written statement saying they are allowed 33 employees. They have 24 employees. They were grandfathered in far before the Bylaws were created. They have 3 assessments. They have land, dwelling land, and land and 2 dwellings. They have kept Hercules clear winter after winter on their own dime.

Unfinished Business

6.1 Discussion of Officer Positions, BOD Task Assignment (If applicable)

Jaylyn's sister who is a landowner in the North said she is interested in becoming Treasurer. She is currently an accountant. It was noted that would take 60 days before we could appoint her.

Motion: *Doug makes a motion to send a postcard calling for appointment of Board officers. Claudette seconds the motion.* ***In Favor:*** *Scott, Doug, Tim, Jack, Alicia, Jaylyn, John.* ***Not in Favor:*** *Leslie* ***Abstain:*** *Jewel* ***Motion carries.***

Motion Discussion: *Leslie believes that our official election results yielded us a Board of 10, so we are not obligated to fill extra seats. She wants to go on record as saying that she does not think it sets a good precedence to always feel the need to call for appointments when election results have yielded less than 12 officers. We have had no resignations, so we are actually a fully seated Board because this is what our election yielded.*

Jewel brought up the need to coordinate with ATS in regards to workflow and handing over duties now that we have hired them for full charge. Alicia offered to be a liaison and help figure out what ATS needs from us in order to move forward.

Discussion of how to handle assessment mail receipts from landowners to ATS. Alicia suggested that it go directly ATS. Doug suggests we have all the project reviews go to the GLA PO box and assessment payment to ATS directly.. Claudette expressed concern about assessment payments going directly because landowners often leave notes in the assessments, etc. that we would be missing. Leslie suggests we develop a workflow so that ATS can receive these items and channel any notes, etc back to the Board.

Action: Alicia *will reach out to ATS to get a list of what they need from us to fully transition.* ***Alicia*** *will set-up a meeting between ATS, Jewel, & Doug after the list is reviewed and assessed.* ***Alicia*** *will ask about receiving mail directly for payments. Discuss keeping addresses up to date and what additional cost that could create.*

Signatories:

Motion: *Jewel makes a motion for Jaylyn, Doug and ATS representative to be our bank signatory. Jack seconded.*

In Favor: *Alicia, Doug, Jack, Jewel, John, Leslie, Jaylyn, Scott* ***Not in Favor:*** *Tim* ***Abstain:*** *Claudette*

Treasurer position:

Motion: *Jewel motioned to nominate Claudette as assistant treasurer. Jaylyn seconds. Claudette amends the motion conditionally that she agrees upon the duties.* ***In Favor:*** *Alicia, Doug, Jack, Jewel, John, Leslie, Jaylyn, Scott, Claudette* ***Not in Favor:*** *Tim.* ***Motion Carries.***

Motion Discussion: *Suggested Feb 1st start date. Claudette said she will take the role conditionally depending on what the duties require. Tim is concerned about Claudette's health, it's uncertain what the role takes and he is worried she will suffer through it due to her hard work ethic.*

Secretary position: The Board will include a call for Secretary on the postcard going out calling for officer appointments. Scott will keep track of email votes for record keeping. **Alicia** can do minutes, as available, and eblasts.

****Motion:*** *Doug moves for Claudette for signatories. Jewel seconds.* ***In Favor:*** *Alicia, Doug, Jack, Jewel, John, Leslie, Jaylyn, Scott, Claudette* ***Not in Favor:*** *Tim*****

6.2 Discuss Open Committee Positions

Doug suggests we defer discussion on committees until after Board appointments.

Motion: *Jaylyn motioned to add Jack to the Community Property Committee. Scott seconds.* ***Voice vote all in favor. Motion carries.***

Motion: *Jewel motions to remove Tim from Legal and Election committee due to him not signing the Code of Conduct and Conflict of Interest Policy.* ***In Favor:*** *Leslie, Jack, Alicia, Jaylyn, Jewel, Scott, John.* ***Not in Favor:*** *Claudette, Tim.* ***Abstain:*** *Doug.* ***Motion carries.***

Motion Discussion: *Tim said the documents are still on his attorney's desk. Doug asked Tim if he could provide a timeline on when he expects to hear back from his attorney. Tim said within 60 days.*

6.3 Elect Committee Chairs

Motion: *Jaylyn motions for Leslie to chair Gov Docs. Jewel seconds.* ***Voice vote all in favor. Motion carries.***

John will remain as chair of his three committees until there is a new candidate for chair. He said there are some people interested in chairing. They will discuss it at the next committee meeting.

Doug brought up how he will need to resign from the Compliance Committee when he becomes President, leaving no one on the Compliance Committee. Alicia questioned the need for this committee given that we

have so few complaints at this time. Claudette suggested reaching out to the Ombudsmans to see if they had any interest in joining or chairing that committee.

New Business

7.1 Postcards & Communications

Action Item: **Leslie** will draft a new postcard calling for appointment of officers, Secretary & Treasurer

7.2 Review Privacy Policy

Alicia suggested that we look at changing the Privacy Policy to allow for posting of Board of Director Meeting recordings, in addition to minutes, on the website. She stated that this is common practice for Boards and that it would allow for quicker turn around then minutes, prevent misinterpretation of minutes, and keep people accountable. Morgan had suggested the idea to Alicia last year.

Jaylyn suggested they take the matter up in Gov Docs.

7.3 Landowner Database

Landowner database was brought up in regards to providing Ellen Eaton requested information on South landowners in order to send landowners information in regards to fence removal to preserve and protect pronghorn populations.

Action: Alicia will reach out to Morgan and ATS for a landowner database.

Motion: *Jaylyn motions to provide Ellen Eaton the Glastonbury Landowner Database with a cover letter specifying what the use is for. Leslie seconds. Abstain: Jewel. All else in favor.*

Motion Discussion: *The Board is legally required to provide a landowner database to landowners if not for commercial use. It is unclear if this is a commercial use. Suggestion of using a cover letter specifying what exactly they are using the database to prevent misuse of the database.*

Charles Barker suggested Ellen put an ad in Paradise Valley Newsletter for the Pronghorns

Action Item: *John will follow-up with Ellen on other options.*

Landowner Comment

Closed Session

9.1 Legal Committee Discussion

9.1a Cunningham's response to Fowle's attorney Knuchel.

Motion: *Jewel motioned to approve Seth sending his response with exhibit 1 & 2. Jaylyn seconded.* ***Voice vote All in favor. Tim*** *was absent for vote.*

9.1b Dawson

Motion: *Jaylyn motions that we do not settle with the Dawsons. Leslie seconded.* ***Voice vote All in favor. Tim*** *was absent for vote.*

9.1c O'Connells Project Review / Cabin

Response from Seth in regards to whether or not the GLA needs to know the ownership status of the cabin before PRC approval: "Section 6.01 of the Covenants allows the GLA to

conditionally approve project applications and make recommendations. One exception is if the proposed structure is unlawful in any way. When I spoke with Mr. Sconyers, he was adamant that the cabin belonged to him, and the O'Connells were trying to steal it from him. My concern is that approval of the project would make the O'Connells think the GLA was supporting their claim of ownership. The same section attempts to exempt the GLA from any liability arising out of the approval, but that may not stop a lawsuit."

Action: The Board will notify the O'Connells that they can apply for a Project Application but they will need to provide solid evidence that they are the owners of the cabin.

Action: Jaylyn and **Leslie** will start the process of drafting lien letters to be sent to past due assessment properties.

Action: Alicia will send an email motion for Marsik Letter approval.

Adjournment

Motion: *Jewel motioned to adjourn. Scott seconded.* ***Voice vote all else in favor. Motion carries.***

Meeting adjourned at 11:14pm

Glastonbury Landowners Association | Board of Directors Minutes

Wednesday, January 17th, 2024 – 7:00 PM

Via Zoom or Dial-In

Call In: +1 720 707 2699 **Meeting ID:** 879 1933 7183 **Password:** 2023

Call to Order (7:06 PM)

1.1 Board Members Present: Alicia Roskind Dearing (President), Tim Brockett, John Carp, Claudette Dirkers, Leslie Everett, Doug Gill (arrived after 8:30 pm), Jaylyn Jensen (Vice President), Scott Stomierowski, Jack Sutton, Jewel Wieczorek (Treasurer).

Landowners Present Virtually- Linda Ulrich, Walter Wunsch, Joe Bezotsky, David Hink, Miriam Barker, Ron Wartman, Morgan Squires, Seth at Ridley Creek Farms, Cristin Dhieux-Fowle.

Approval of Meeting Minutes

2.1 Discussion on December 2023 Minutes - Alicia reported that there were no minutes to vote on as

The secretary's position is vacant, and the Board is shorthanded. Alicia asked for volunteers to help with the December meeting minutes (reviewed and typed up). Discussion ensued regarding the missing meeting minutes from Oct and Nov 2023.

Landowner Comment for Items Not on the Agenda

3.1 Walter Wunsch notified the Board that he only had 30 minutes to participate, and that he had volunteered to be on the Road C'ee again if anyone had questions. Discussion ensued regarding support for Walter, his history as a Road C'ee member, and how the approval of a committee member is by Board vote per the Bylaws.

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

President's Resignation – Alicia Roskind Dearing announced her resignation effective Feb 1, citing the need to prioritize her family and professional commitments. Discussion ensued that a management company or management software might be considered to assist with GLA management and Board transitions of data, stated Alicia. Likewise, she made a request for various committee members, secretary, and treasurer.

4.2 Treasurer's Report

4.2 a. Treasurer's Resignation - Jewel announced her resignation effective February 1, citing the need to prioritize her professional commitments. Discussion ensued to consider Tim Brockett for the position as he had expressed interest.

4.2 b. Review December & End of Year Financials- Jewel notified the board that she was not prepared to present the financials, which had been distributed to the Board before the meeting, and that ATS would be creating an end of year statement with the final figures for 2023.

Motion: *Motion to approve December Financials made by Jewel Wieczorek. Majority favor by roll call vote. Motion Passes.*

Votes In Favor (8): John Carp, Claudette Dirkers, Leslie Everett, Doug Gill, Jaylyn Jensen, Scott Stomierowski, Jack Sutton, Jewel Wieczorek
Votes Opposed (1): Tim Brockett
Votes Abstained (1): Alicia Roskind Dearing

Motion Discussion: *Tim Brockett stated he had not received the bank statements he requested and that he is concerned that the properties that GLA owns are not listed on the balance sheet..*

4.2 c. Review Draft 2024 Budget - Jewel reported on the Draft 2024 GLA Budget. Discussion ensued regarding the proposed 10% assessment increase, which is the maximum increase allowed by the GLA Covenants, the history of past assessment increases, the change to the 2024 budget to include the total Landowner assessments due for the year, the very thin margin of the GLA reserve fund, inflation and cost of living concerns for those on fixed incomes, and that the Road C'ee would be spending time developing a capital budget for anticipated long term expenditures and would be looking closer at selling GLA property.

John Carp noted that he anticipates snow removal costs this year will be less than budgeted. Jewel noted that the GLA accounting firm, ATS, thinks the assessment rate is very low as compared to other HOA's and the GLA should consider doing a benchmark examination of other HOA's in MT. Ron Wartman cautioned about comparisons with other HOA's and the services they get.

Doug recommended an allocation of funds in this budget to prepare for Road C'ee long-term planning and to begin creating a large reserve dedicated to that purpose. Claudette asked about the status of collections and the $84,000.00 that is currently past due. Jewel stated that GLA collections have had little activity in over a year.

Motion: *Motion to not increase assessments for 2024 made by Tim Brockett. Majority favor by roll call vote. Motion Passes.*
Votes In Favor: (7), Tim Brockett, John Carp, Claudette Dirkers, Leslie Everett, Jaylyn Jensen, Scott Stomierowski, Jack Sutton
Votes Opposed (2): Doug Gill, Alicia Roskind Dearing
Votes Abstained (1): Jewel Wieczorek

Motion Discussion*: Claudette commented on Doug's idea about sending out a notification to Landowners regarding future special assessments that may be needed to cover future road costs.*

4.2 c 2024 Assessments Discussion – Jewel explained that the assessment statements expect to be mailed by ATS before the end of the month.

4.2 d. ATS Full Charge Proposal Discussion – Jewel reported that ATS has provided a quote for handling GLA accounting tasks that are currently managed by the Treasurer, as well as the counting of ballots during elections for an estimated cost of $17,650/year ($50/hour). Alicia noted that this would lead to less risk by using a company to manage the tasks and would take a big workload off Board members' shoulders. Jewel confirmed that ATS is an enrolled agent, not a CPA, but Elena, who is responsible for GLA's accounting, expects to earn her CPA in the next few months, and that ATS has been doing GLA accounting work for some time, they have a good reputation, and

understand how the GLA works. Walter Wunsch said Julie at ATS is very competent and would be a good asset.

***Motion**: Motion to hire ATS to manage accounting duties made by Alicia Roskind Dearing. Motion carries. Unanimous In Favor by voice vote.*

***Motion Discussion –** Claudette questioned who would oversee the GLA Landowner Database. Jewel reported that ATS will keep the Landowner Database updated, as they already do in QuickBooks. Claudette commented on her concern that ATS fees would exceed the budgeted amount since a tremendous effort goes into validating and tracking changes and should not be in the hands of only one person. Jewel suggested a volunteer also keep the Landowner Database up to date.*

4.3 **Secretary's Report** – None (Seat vacant)

4.4 **Ombudsman's Report–** Miriam Barker, no comments; Sabrina Hanan absent.

Officer and Committee Reports

5.1 Road Committee

5.1 a. Upper South Guardrail and Snow Fence Repair Project Update – John Carp reported that subcontractor Randy Traucht has completed work on getting SG guardrails repaired and bumpers installed. John reported that work on the SG snow fences has been completed. The grand total was $4800.00 and had been pre-approved by the Board.

5.1 b. Approve new committee members - John reported that the new Road C'ee members are Jack Sutton and Doug Gill, and that two committee members, Pouwel Gelderloos and Jaylyn Jensen, resigned. John reported that two members from the 2023 Road C'ee want to rejoin, Neil and Linda Kremer, and Walter Wunsch, also volunteered.

***Motion:** Motion to approve Walter Wunsch as a member of the Road C'ee made by John Carp. Majority in favor by roll call vote. Motion Passes.*
Votes In Favor, (6): John Carp, Leslie Everett, Jaylyn Jensen, Alicia Roskind Dearing, Jack Sutton, Jewel Wieczorek
Votes Opposed (2): Tim Brockett, Claudette Dirkers
Votes Abstained (1): Scott Stomierowski
Absent (1): Doug Gill

***Motion:** Motion to approve Neil and Linda Kremer as members of the Road C'ee made by John Carp*
Majority in favor by roll call vote. Motion Passes.
Votes In Favor, (6): John Carp, Leslie Everett, Jaylyn Jensen, Alicia Roskind Dearing, Jack Sutton, Jewel Wieczorek
Votes Opposed (2): Tim Brockett, Claudette Dirkers
Votes Abstained (1): Scott Stomierowski
Absent (1): Doug Gill

***Motion Discussion**: Tim questioned whether Walter Wunsch is currently In Good Standing. Tim noted that he had serious issues with appointing Walter, based on past issues with the Army Corps of Engineers and wetlands, handled by Walter and Dennis Riley, when Walter*

was previously on the Road C'ee. Tim also noted that he had issues with Walter's ownership of a business that may be in violation of the master plan. John and Scott questioned the validity of the claim and Tim offered to share documentation he has to back up his claims. Jack Sutton suggested, and the Board agreed, to reach out to Walter Wunsch to ask him to formally come in for a review of his company; In addition, Tim questioned adding Neil and Linda Kremer to the C'ee. Tim noted that they have done some "remarkable twisting around of their parcel" – they have three buildings on their land. They redistributed the boundaries of their land. Saves them $400/year; They twist the law".

5.1 c. 2024 Road Budget – Postponed to Wednesday, January 24th.

5.1 d. Future Road Items to Review: John reported that the Road C'ee has received a bid for roadside mowing that matches last year's amount. John also reported that the C'ee will be looking at private road service later this spring. There are eighteen miles of platted roads and almost four miles of private subdivision roads; he has received several inquiries from Landowners who live on them and who want to know why they get no service.

5.2 **Project Review Committee**

5.2 a. John reported that the C'ee does not have any new board members and that the current C'ee members are Jack, Scott, Doug and John.

5.2 b. NG 47-Wheeler Cargo Containers Review- John reported on Wheeler's construction Exemption for three cargo containers on his Gemini Rd property. The C'ee had originally approved keeping one container for one year and the rest of the containers were to be relocated within 30 days (Feb 1st). However, Wheeler requested more time, which the C'ee approved. Wheeler has agreed to have the two containers moved by March 1st and to move the remaining one further from the road and to be less visible. Claudette asked about whether a sign had been posted stating the containers have received a variance and are not usually allowed and John explained that it is too late to do it now.

5.2 c. NG 30-A Villeneuve Variance Request – John reported that Villeneuve requested that the violation attached to his property be removed. The Project Review C'ee (PRC) requested Villeneuve provide proof that the violation is not valid, before the C'ee will forward his request to the GLA Board for consideration. Discussion transitioned into the project documents provided by Leo.

5.2 d. Project Review - John reported that he had reviewed documentation provided by former PRC Chair Leo Keeler and former committee member Claudette Dirkers identifying twenty-two projects that needed some follow up. John reported that he had worked on (6) six projects in various stages of development and will work on the rest in the coming weeks; he has inspected five (5) active projects in NG that are all in the framing stage and three (3) projects in SG that are completed and that will be getting a bond refund. John reported that the Rendleman Guest house – is not yet dried in and the Wright project is completed. Discussion transitioned into the assessment and construction bond discussion.

5.2 e. Assessment and Construction Bond Discussion – Claudette explained the construction project protocol: the PRC does the final approval on a project, there is a Board Action Form that must be completed and compared with the original application, after which the Board approves, and the construction bond is duly returned.

5.3 **Community Property Committee**

5.3 a. Approve new members – John requested to James Kozlik, Pouwel Gelderloos, Hendrik Gelderloos and Charlotte Mizzi, continue to serve on the Community Property C'ee. He noted that they had all done much work for the C'ee in the past and are in good standing.

Motion: *Motion to approve James Kozlik, Pouwel Gelderloos, Hendrik Gelderloos and Charlotte Mizzi continue to serve on the community property C'ee made by John Carp. Majority favor by roll call vote. Motion Passes.*
Votes In Favor (7): Alicia, Jewel, John Carp, Leslie, John, Jaylyn, Scott Stomierowski
Votes Opposed (0):
Votes Abstained (2): Claudette Dirkers, Tim Brockett
Absent: Doug Gill

5.3 b Community Property Sale Update – John reported that there wasn't a quorum at the last C'ee meeting and that the C'ee would be seeking an engineer to assist with removing the water use restriction on the Quonset Hut property. John noted that he is confident the restriction can be lifted, pending identification of the building and well sites. Claudette requested John provide information to meeting attendees both the value of the land and plans for fund allocation. John reported it has an estimated value of $300,000-$500,000 and the funding from the sale could potentially be used for long term maintenance of roads, safety, etc. Jewel questioned whether the engineer cost needed to be added to the 2024 GLA Annual Budget.

5.3 c. 2024 budget – John reported that this year's budget is the same as last year, $1740.00, and that he would like to increase the budget to allow for additional mowing, and for the building.

5.4 **Governing Documents Committee**

5.4 a. Governing Documents Handover - Leslie Everett reported that she had reached out to the former Chair Andrea Sedlak, to see if there was interest in continuing to serve on the C'ee and asked if she could provide documents from last year. Leslie reported that she has completed a full download of all the working files from the 2023 Gov Doc C'ee, noted that the governing documents files are in good condition, and she is hoping to continue that work with files provided by both Claudette and Andrea..

5.4 b. New Committee Members Discussion: Leslie reported that she has spoken with Jaylyn and was hoping she will join the C'ee, as well as other Landowners.

Motion*: Motion to approve Jaylyn Jensen to be appointed to the Gov Docs C'ee. Unanimous favor by Voice Vote, Motion carries.*

6.0 **Unfinished Business**

6.1 a. Vote on Officer Positions– Alicia reported that three (3) officer positions need to be filled and inquired if anyone was interested in being president. Alicia nominated Doug Gill for GLA President; Scott nominated Claudette Dirkers, but she declined.

Motion: *Motion to approve Doug Gill as president. Unanimous favor by Voice Vote, Motion carries.*

6.1 b. Asst. Treasurer & Compliance Chairman Position Discussion – It was discussed that the President, cannot hold more than one officer position and will have to relinquish his job as GLA Assistant Treasurer.

Motion*: Motion to make Tim Brockett Treasurer, made by Tim Brocket. No second. Motion fails.*

Motion*: Motion to make Tim Treasurer and Claudette Assistant Treasurer, made by Tim Brockett. Majority favor by roll call vote. Motion fails.*
Votes In Favor (3): Doug Gill, Tim Brockett, Claudette Dirkers
Votes Opposed (7): Alicia Roskind Dearing, Jewel Wieczorek, John Carp, Leslie Everett, Jaylyn Jensen, Jack Sutton, Scott Stomierowski

Motion Discussion: *Jaylyn made a statement (see attached) regarding Tim Brockett's harassment and cyberbullying of Board members since the Board was seated on December 14. Discussion ensued with Tim stating that the 'facts' listed in the statement were falsehoods and lies, that he believes he would be a good treasurer based on his ability to do the job, that the discussion had turned into an attack patterned after a "Soviet Show Trial", and the Board was haranguing him, and slandering his character. Jack noted that some of Jaylyn's statement was backed up in writing in emails Tim had sent to the board. Scott noted that in his opinion it was a factual rendition of Tim's actions over the past month and his behavior had been childish and mean. Scott noted that if the GLA Board were a company Tim would have been fired. Jewel noted that his behavior has been completely unacceptable and that we want to be a functioning and harmonious board.*

6.1 c. Open Secretary Position Discussion

Motion*: Motion to approve Tim Brockett as secretary made by Tim Brockett. No second. Motion fails.*

6.1 d. BOD Task Assignment Discussion – In order to get the December 2023 Board meeting minutes completed, John Carp offered to work on the minutes for his C'ees for December and Alicia agreed to work on the remainder of the content. Jewel noted that the Bank signatories needed official GLA meeting minutes to take to the bank, and that we can assign someone to be an agent. Newly elected GLA President Doug Gill will be in town soon and would like to have the minutes to take to the bank. Discussion transitioned into sending out assessments. Jewel suggested that Claudette could also be a signatory agent.

6.1 e. Discussion about sending out assessments – Alicia agreed to help temporarily with secretarial duties and eblasts, etc., but noted that she has other commitments.

Adjournment

Motion – *Motion to adjourn at 11:54 PM and reconvene the Board meeting on Wednesday, January 24th made by Jewel. Unanimous favor by Voice Vote, Motion carries.*

Board Meeting Items Postponed to Wednesday, January 24th.

Road Budget 2024
Discuss Open Committee Positions
Elect Committee Chairs
New Business
Postcards & Communications
Review Privacy Policy

Minutes Taken by: Jaylyn Jensen
Editors: Claudette Dirkers, Leslie Everett
Minutes Approved Date:

Attachments: Statement read by Jaylyn Jensen

Finished Business:

Date	Motion	Made By	Pass/Fail	Votes	Vote Count
12/15/2023	Motion to appoint Morgan Squires Webmaster and add Alicia Roskind Dearing to the GLA email account access list.	Alicia Roskind Dearing	Passed	Y: Doug Gill, Jaylyn Jensen, Claudette Dirkers, Leslie Everett, Scott Stomierowski, Jewel Wieczorek, Jack Sutton;	7-0
12/18/2023	Motion to approve postcard notifying Landowners of two open GLA Board postions, committee openeings and the office of secretary be mailed ass expeditiously as possible.	Claudette Dirkers	Failed	Y: Claudette Dirkers, Doug Gill, John Carp, Tim Brockett, Jack Sutton; N: Leslie Everett, Jaylyn Jensen, Alicia Roskind Dearing, Scott Stomierowski, Jewel Wieczorek.	5-5
12/21/2023	Motion to approve snow fencing repair and replacement on Sag and Hercules for $2622 by High Country Excavation.	John Carp	Passed	Y: John Carp, Scott Stomierowski, Leslie Everett, Doug Gill, Jaylyn Jensen, Jewel Wieczorek, Claudette Dirkers, Jack Sutton, Alicia Roskind Dearing, Tim Brockett.	10-0
12/21/2023	Motion to approve guardrail post and block repair on Hercules as specified for $3140 by High Country Excavation.	John Carp	Passed	Y: John Carp, Scott Stomierowski, Leslie Everett, Doug Gill, Jaylyn Jensen, Jewel Wieczorek, Claudette Dirkers, Jack Sutton, Alicia Roskind	10-0
12/21/2023	Motion to approve Pothole repair on Dry Creek Rd for $600 by High Country Excavation.	John Carp	Failed	Y: John Carp, Jaylyn Jensen; N: Alicia Roskind Dearing, Scott Stomierowki, Leslie Everett, Doug Gill, Claudette Dirkers, Tim Brockett; Abstain: Jewel Wieczorek.	2-6

12/29/2023	I motion for approval of a postcard inviting landowner participation in board committees and seeking interested volunteers to assist the board with secretary duties.	Leslie Everett	Failed	Y: Leslie Everett, Jaylyn Jensen, Jewel Wieczorek, Alicia Roskind Dearing, Jack Sutton; N: Tim Brockett, Claudette Dirkers	5-2
1/4/2024	Motion to approve $800 additional funds for new bumper installation on two sections of Hercules guardrail as part of the guardrail repair project.	John Carp	Passed	Y: John Carp, Scott Stomierowski, Jaylyn Jensen, Claudette Dirkers, Jack Sutton, Leslie Everett, Alicia Roskind Dearing, Jewel Wieczorek, Tim Brockett.	9-0
1/6/2024	I motion for approval of the attached postcard inviting landowner participation in committees.	Leslie Everett	Passed	Y: Leslie Everett, John Carp, Alicia Roskind Dearing, Jewel Wieczorek, Jaylyn Jensen, Scott Stomierowski, Jack Sutton; N: Tim Brockett, Claudette Dirkers	7-2

Glastonbury Landowners Association | Board of Directors
Draft Minutes – Never Approved
Wednesday –February 21st, 2024 – 7:00 PM

Via Zoom or Dial In

Call In: +1 720 707 2699 **Meeting ID:** 879 1933 7183 **Password:** 2023

Call to Order (7:05pm)

1.1 Board Members Present – Doug Gill (President), Tim Brockett, John Carp, Claudette Dirkers (Assistant Treasurer), Leslie Everett, Jaylyn Jensen (Vice President), Scott Stomierowski, Jack Sutton, Jewel Wieczorek, Alicia Roskind Dearing.

1.2 Landowners Present- Joe Bezotsky, Morgan Squires

Approval of Meeting Minutes

2.1 Discussion of January 17 2024 Minutes- Discussion ensued regarding whether Jaylyn intended that her statement from the 17th of January to be published; Claudette expressed her concern about comments that were made about Landowner (Walter Wunsch) and whether including them in the minutes put the GLA at risk; Claudette noted that including the statement would violate 2.01, since the inclusion of the statement should have been decided/voted on prior to the statement being presented; Topic tabled until guidance from our legal counsel is received as a motion was made and passed during January 24th meeting to approve the minutes and post them with the statement assuming legal counsel has no issues with it.

Landowner Comment for Items Not on the Agenda

3.1 None

Officers, Directors, Ombudsman(s) Reports

4.1 **President's Report**

4.1a. Update provided by President Doug Gill who introduced a consent agenda format for future meetings. Debates will ensue at committee levels and allow BOD meetings to move along more quickly. Doug reported that there is a Landowner (LO) from North Glastonbury who may be interested in the Treasurer position; He also noted that the meeting would be followed by a closed session.

4.2 **Treasurer's Report**

4.2a December & End of Year Financials- *Balance sheet, P&L statements, customer balance statements*

Presented by Jewel Wieczorek; Discussion ensured that the budget reflects no assessment increase and there are some edits that need to be made by Accounting & Tax Solutions (ATS).

4.2b DRAFT 2024 Budget - Doug Gill reported on draft 2024 budget; There is a $10,000 net income planned and the GLA has 350 dwelling units. This year included in the budget is the expectation to collect 100% of what is due to the GLA and our 2024 goal is to get everyone current or on a payment plan. He reported that Claudette has finalized the master LO list, that there are 406 parcels and if we are judicious about what we seek legal counsel on, we anticipate seeing some revenue from collections; Claudette asked that we correct the header and remove Jackson Law Firm.

Motion: Motion made by Jewel Wieczorek to approve 2024 Final Budget; motion carries by unanimous voice vote.

4.2c 2023 Year End Report Discussion - ATS was not able to sign off on it due to our accountant-ATS being having been out of the office and unable to approve it. Further edits necessary before presenting for final Board approval.

4.2d GLA Balance Sheet Discussion – Whether to include GLA Common Lands on the balance sheet. Tim Brockett noted that John McAlister had supported listing the property on the balance sheet in the past and ATS advised it should be. Doug gill noted the disadvantages - litigious individuals. Advantages – the GLA LOs are aware of the asset and it could promote additional property, and possibly use it to get a loan or a better loan rate. Claudette noted that there are some anomalies in ownership in some of the properties. The soccer field is part of a parkland agreement between GLA, the Church Universal & Triumphant, and Park County, which has a reversionary clause; that if we do not maintain it, it will revert. Have the Community Property C'ee take a look at the issues. Jewel Wieczorek noted that Western Shambala is not a for profit organization and is rather a property holder. Discussion ensued regarding the question of the tax implications of including the property on our balance sheet and it is believed that taxes would remain the same. Discussed the history of the ownership of the property being revealed three years ago, and no one knew it existed which is why it hasn't been included. If we list it, we can possibly get better interest rates if we ever take out another loan for the roads. If we put it on the balance sheet, it will get very skewed if we add 10 million to it won't be as easy to read. Discussion - how would we be listing it on our balance sheet.

Motion made by Tim Brockett to assign the Community Property Committee to find out the value is of the GLA owned land, and list that on our balance sheet with Board approval of the value (Market); Motion carries by unanimous voice vote.

4.2e January Financials Report – Jewel reported on the January Financials – noted that the January 2023 vs. January 2024, sees the GLA in a much better financial position. No vote taken.

4.3 **Secretary's Report –** None. *Secretary seat vacant.*

4.4 **Ombudsman's Report -** None

4.6 **Consent Agenda** –

Motion to approve the consent agenda - All Board members voted by voice vote; Jewel and Jaylyn abstained.

Officer and Committee Reports

5.1 **Road Committee Report**

5.1a Expenditures by C'ees that do not require Board-approval– John wanted clarity on whether the Board needed to approve the expenditure. Doug noted that the Road C'ee had reviewed the expenditure and deemed it necessary and reasonable, so therefore, did not need full Board approval, and payments within the budget would be noted in the c'ee minutes and the Board would ask questions. Jaylyn requested clarity and Doug confirmed that future expenditures that are outside the scope and outside the budget, would come to the Board for a

vote. Claudette suggested that any large expenditures that the Road c'ee knows are coming, that John send the agenda to the Board who can then have the choice to join the c'ee meeting. Leslie noted that this is an education process so that under this new system Board members know where to go look for the data. John noted that the monthly accounting will be helped along by having road maintenance invoices submitted on a monthly basis rather than three or four months later.

5.1b Culvert work– Claudette inquired if there would be culvert cleaning done this year. John confirmed that the culverts had been inspected and there were only two that needed work this year, and if there are any other the Road c'ee will investigate and get them done. What is the final number of culverts? 98?

5.2 **Project Review Committee**

5.2a Project Review C'ee Report - John Carp reported that the c'ee is doing a lot of catch-up work with inspections, and paperwork and working to get back projects caught up in order to move forward with prioritizing projects and construction bond refunds. Claudette asked the status of the Project Review forms that need to be posted on the website. Three of them are ready to go and Jaylyn has them for an action item. Claudette also asked about how things are posted on the website – specifically the preliminary application needing to be posted in a more prominent location.

Val O'Connell inquired about the status of where their project is in the project review process, and how soon she can expect to hear back. Doug noted that the project is still in review, and they should be receiving an update shortly within the week. Val requested legal justification for any decision by the Board, along with a waiver. Claudette requested information about whether the home was built and the interior is completely finished and Val confirmed that it is a finished structure.

5.2b Wheeler update – Two cargo containers were removed from his property and the third one will be moved to a different location in the near future but was delayed due to weather

5.3 **Community Property Committee**

Community Property C'ee Report – John Carp reported that there wasn't a quorum at the last meeting, so no work was done. But there was discussion regarding the sale of the Quonset hut property. No forward momentum on that at this time. Leslie and John discussed conducting a Member vote on that sale and getting an engineer to do a report on having the water restrictions removed and needing 51% of members to vote in favor of selling the property. Claudette noted that there is a state law regarding the sale of property,-landowners and voting. She questioned where the funds would come from for the engineer and John noted it would come from the sale of the property.

5.4 **Governing Documents Committee**

Governing Documents Report – Leslie Everett reported that the Gov Docs C'ee held their first meeting on the 19th, established a meeting schedule, and goals for the year. Claudette expressed concern about completing the Road Policy that had been worked on but had not passed in 2023,-filling in any gaps and discrepancies between the covenants and the Master Plan. Leslie reported that the draft Road Policy was on the list of priorities for the c'ee and that c'ee would work as time allows on other items as best it could with only two members.

5.5 **Election Committee –** None. Chair seat vacant

New Business

6.1 Potential Directors Discussion – No candidates have been identified or stepped forward.
6.2 Administrative Assistant – Doug proposed hiring Morgan as a part time paid admin assistant to assist with getting newsletters and meeting minutes out faster.

Motion*: Motion to hire Morgan Squires as our paid Admin Assistant made by Jewel Wieczorek. All Board members voted affirmatively by voice vote.*

Landowner Comment

7.0 Val O'Connell requested an update on the Fowle decision and would like the request the subpoenaed documents, what the decision was and who voted for it. Doug reported that the Board was waiting for more information from legal counsel, and no changes had been made to the Boards decision.

Closed Session

8.0 Legal Committee Discussion

Adjournment (10:13 PM)

Glastonbury Landowners Association
Board of Directors Meeting
Wednesday –March 20, 2024 – 7:00 PM
DRAFT Minutes – Never Approved.

Join Via Zoom or Dial-In
Call In: +1 720 707 2699 **Meeting**
ID: 879 1933 7183 **Password:** 2023

Call to Order: 7:03 pm

Board Members Present: GLA President Doug Gill, Assistant Treasurer Claudette Dirkers, Tim Brockett, John Carp, Alicia Roskind Dearing, Leslie Everett, Jack Sutton, Jewel Wieczorek

Board Members Absent: Jaylyn Jensen, Vice-president, Scott Stomierowski

Ombudsman Present: Miriam Barker (SG)
Ombudsman Absent: Sabrina Hanan (NG)

Landowners Present: Aija-Mara Accatino, Joe Bezotsky, Cristin Fowle, Michelle McCowan, Daniel O'Connell

Approval of Board Meeting Minutes:
No minutes to review or approve currently.

Landowner Open Floor Comment Period – None

Officers, Directors, and Ombudsmen Reports:

1.0 President's Report: Doug Gill

1a. Committees are functioning well. Project Review Committee (PRC) Members, John, and Jack have organized detailed spreadsheets for pending reviews, approvals, and pending bond refunds. John and Claudette have done an excellent job of collecting previous Project Review files for the same purposes. Claudette has expressed willingness to go into the storage unit to retrieve additional files.

We are beginning to organize the Association's data and will also be concentrating on assessment collections with the help of an Accounts Receivable Aging Report. Doug has done significant research to find out whether the GLA can implement fines to enforce the Covenants and Bylaws. And under MSL, it is legal to levy fines to bring about compliance; doing so must be even-handed and judicious. If done properly, it is within the bounds of the law. Doug plans to bring this to the legal committee and secure our attorney's counsel.

Doug would like the Board to consider rescheduling BOD meetings to the 4th Wednesday of the month as that would help with even scheduling of committee meetings and subsequent issuance of minutes. Furthermore, this one-week change would allow more time for Directors to study detailed financial reports.

***The Board members that are present decided to change the Board meetings to the 4th Wednesday of the month, upon availability of Scott and Jaylyn.

2.0 <u>Ombudsman Reports</u>: No Reports

3.0 <u>Treasurer's Report</u>: Seat Vacant

3 a. Jewel Wieczorek, who is assisting with the treasurer's duties stated that we need to send the 2023 Year-End Treasurer's Report to landowners. The December 2023 Financials were re-presented from January, as part of the 2023 Treasurer's Report. Jewel suggested the 2023 Treasurer's report be posted on the GLA website, as a means of distributing them to Landowners. She was uncertain if the Annual Treasurer's Reports are customarily posted to the website.

The February 2024 Financials are attached to the agenda for review. Doug suggested we should review the February GLA Financial Report and approve them at the April BOD meeting, which would afford Board members a complete month to review, discuss and approve, accordingly. Assistant Treasurer Claudette Dirkers stated that she has updated the comprehensive GLA Landowner's Database, and thus, is making substantial progress getting the assessments paid.

4.0 <u>Secretary's Report</u>: Seat vacant.

We do need to get the Annual Report into the state by April 15, 2024. Our accounting firm ATS, has offered to file the report. Morgan is also able to do it. Doug will coordinate with ATS and Morgan to determine who will complete this task.

5.0 <u>Consent Agenda</u>: Board of Directors

The board decided to vote on each Consent Agenda item individually because not all members were able to review the items. Jaylyn had previously brought up a valid point regarding requirements for all driveways to have culverts. See following.

5.1 Roads Committee Approved Motions for Board Ratification:

5.1a. To establish that a minimum diameter for driveway culverts must twelve inches for all new driveway construction, *when it is determined by the PRC and/or Road Committee* (RC) that a culvert is necessary, and to update the Project Review Application Driveway Form to reflect this stipulation. Unanimously approved by the RC. **Unanimously approved by BOD**

5.1a. Two invoices from Standish Excavation for snowplowing in NG and SG, totaling $4,180. had been unanimously approved by the RC. **Unanimously approved by BOD.**

5.2 Project Review Committee Approved Motions for Board Ratification:

5.2a. Letter from PRC to prospective landowners in response to their email inquiry regarding requirements for building on a SG parcel (SG 34-A2) they wanted to purchase next week.

Comment: Claudette spoke to their realtor today and she said that they agreed with the terms, as decided by GLA Board consensus and the PRC. The PRC expeditiously sent an unofficial response to the buyers because the property sale was contingent upon the articulated designations, prior to closing.

In Favor: Doug, Alicia, Tim, Claudette, John, Jack; **Not in Favor:** Jewel; **Abstain:** Leslie

5.2 b. Project application for a well and driveway on SG-73, submitted by Alyssa and Richard Allen. The PRC conducted the requisite due diligence. Unanimously approved by PRC. **Unanimously approved by BOD.**

<u>Committee Reports</u>:

6.0 Roads: Chair John Carp

6.1 John is slated to meet with Standish on March 21, to review current road conditions as a precursor to spring maintenance in NG and SG. John is going to see if subcontractor Randy Traucht can evaluate Glastonbury culverts in the spring. The snowfall has been a bit different than in previous years, so it has been more challenging to gauge and coordinate snowplowing because of the rapid rate of melting.

6.2 Recently, two trucks slid sideways on the icy road surface on Upper Gemini Hill in NG; the road is also too narrow for two vehicles to negotiate. This is a safety concern that is being discussed in committee and will come before the board. Similarly, Claudette expressed her concern regarding the safety of Sagittarius Skyway in SG. Tim expressed his concern that the road needs widening, as well as correction of the current slope because you can slide downhill in the wrong direction toward the steep 300 ft cliff. Sagittarius Skyway is an access road to common land in High South used for year-round recreation.

Doug expressed concern that these issues come up under life safety and liability issues for the GLA. He questioned if the road conditions meet the standards in the governing documents and what our attorney might say if there was an accident. One director stated that the GLA Covenants state that we are responsible for maintaining these platted roads.

7.0 Project Review: Chair John Carp

7.1 John Carp said the committee is making progress updating the protocol and managing the backlog of past projects. Jack has put together a Dropbox file on each project and that has been helpful.

7.2 Landowner Michelle McCowan questioned the activities on her neighbor's property next. She knows they are planning to subdivide and build. How can she get more information on this property? Is the GLA Board going to approve this subdivision and building project? Michelle said they trespassed on her property, but claimed it was theirs and said they would be building, anyway. No such application has come into PRC on this construction endeavor. Michelle's lot is NG 11-E and the lot next to her is 12-B. The PRC will investigate.

7.3 A Director received word that there may be breaches on parcels NG 22-C and NG 22-D, due to road and construction projects. Concerns have come to us about both of those properties. The PRC will investigate these matters.

Community Property: Chair John Carp

8.1 Before we get any bids on our common lands for potential sale, we should get input from the community to see if landowners are in support of selling that property, specifically Lot 1 in NG that has the Quonset hut. This lot is sellable due to its easy access. Primarily, proceeds would go toward the cost of long-term GLA roadwork and/or unexpected expenditures.

Leslie is in the process of creating a communique to landowners. Leslie stated that this initial communication would identify the properties for potential sale, while gathering important landowner feedback. Discussion ensued about whether the board needs to conduct a subsequent landowner vote. Eventually, legal counsel might become necessary. The initial communication is to give transparency to landowners and receive feedback.

8.2 In April, the committee will look at the soccer fields and the budget of $1750, which will mostly go to keeping the fields maintained. They would like to install more amenities on the property but decided to focus on maintenance this year and postpone discussion on improvement until next year.

8.3 John spoke to a contractor in Tom Miner about whether we need an engineer's report to further develop the soccer fields in the future.

8.4 The Board gave the committee three months to evaluate GLA's Common Lands and include them on the balance sheet. The committee agreed it would be easier to initially provide the tax value rather than the market value. The question arose, are we creating another workflow that another Board member must keep up with? Would it be easier to use tax assessed value? If we should need to borrow from a lender, then at that time, we could get market values to show a stronger balance sheet.

8.5 Discussed Ciara Wallace's interest in joining the Community Property Committee. John had reached out to her.

9.0 Governing Documents: Chair Leslie Everett

9.1 The Gov. Docs. Committee (GDC) met on Feb 19, adopted a charter and goals, and met again on March 11th. During their March meeting committee members worked on the first item on their goals list, which was to resume the work on the Road Policy that the 2023 GDC had nearly completed. The committee reviewed the policy, made modifications, and will continue to work on it at our next meeting. The goal is to finalize the draft policy and first send it to the Road Committee for their review and commentary.

9.2 Leslie apologized that the committee minutes are a little behind and she is looking forward to getting them updated soon. For the sake of continuity, Claudette requested the posting of remaining 2023 committee-approved minutes to the GLA website. Leslie agreed that the committee could work on pulling available information and update accordingly.

10.0 Landowner Comments: None

11.0 Finished Business – Email Votes 2/21/24 – 3/20/24:

None

Submitted by,

GLA Directors Alicia Roskind Dearing and Claudette Dirkers

Date of Board Approval: _____

Confidential - NOT FOR PUBLICATION

11.0 Closed Session: 8:57 pm

11.1 Fowle's: No new update from Fowle's attorney, Webster Crist. Wonders if he is not hearing anything from the attorney because the attorney may not get be getting paid.??? Doug discusses the possibility of just letting this play out or do we want to communicate directly with the Fowle's??? Both Jack and Doug would both like to visit their property. Contact information provided to contact Fowle's: Fowle's phone 406-223-7465; 406-223-8521, and their parcel is at 241 Capricorn Dr.

Claudette recently sent a newspaper article about this case from the Livingston Enterprise, where they published that the mediator, Attorney Mark Hartwig, happens to be the same lawyer as the Dawsons, who have open litigation with the GLA.

11.2 Dawson's: No word from Seth.

11.3 O'Connell's: Doug wonders if anyone objects to not responding to Dan O'Connells nomination of Val to the board due to their status of not being in good standing. The board previously notified them to that effect. Doug thinks that soon we need to press them on the unresolved cabin ownership.

11.4 Branson: Recap of Branson case. Branson appears to have made efforts to follow the regulations in our governing documents, so we will try to collaborate with him. **Action Item:** Jack will drive by to inspect and capture pictures.

11.4 Marsik: Waiting for the $250. late fee to come in. Alicia sent letters to two locations. Claudette also communicated with Donna Marsik by phone.

11.5 Rantallo: Claudette has documentation from the 2022 Board of Directors, that unless he moved his building and remedied other infractions, then he was perpetually in violation.

11.6 Villeneuve: There are many layers concerning this matter. The legal committee will need to study the various aspects of this case to move forward.

1.7 Windorski: By state law, he applied for a one-time Subdivision Exemption, unanimously approved at the Park County Commissioners Meeting on March 5, 2024. **Windorski only received DEQ approval for this SG 44 Subdivision at the end of January 2024.** The commissioners stated that Mr. Windorski still needs to abide by the HOA regulations for his new subdivision.

Adjournment: 9:55 pm

Glastonbury Landowners Association | Board of Directors
DRAFT Minutes – Never Approved
Wednesday –April 30, 2024 – 7:00 PM
Join Via Zoom or Dial In
Call In: +1 720 707 2699 **Meeting ID:** 879 1933 7183 **Password:** 2023

Call to Order (7:12pm)

1.1 Board Members Present-

Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Tim Brockett, Jewel Wieczorek, John Carp, Leslie Everett, Jack Sutton, Jaylyn Jenson, Scott Stromerowski

1.2 Landowners Present-

Andrew Field, Joe Bezotsky, Tyson Wright, Michelle McCowen, Walter Wunsch, Aija-Mara Accatino, John Nash, Deb Newby, Ron Wartman, Miriam Barker, Morgan Squires, Cristin Fowle

Approval of Meeting Minutes

2.1 **Motion** by John Carp to approve March 20, 2024 with the amendment to be posted to the website as soon as possible to the minute. Jewel seconded. **In Favor:** All. **Motion passes**.

Landowner Comment for Items Not on the Agenda

Note from Alicia: I had a hard time hearing what he was saying at times. For those in person, please modify this if I misunderstood **Jeff Nash** is collecting signatures to stop Sabrina Hanan from having free range animals at her animal hospital rehabilitation. Sabrina Hanan refuses to sign them saying she has no desire to participate and that it inhibits her freedom of speech. Papers collecting signatures saying we would abide by certain guidelines and free range animals are not part of that. The well is on her property so the free range animals are causing issues for others from animals breaching their properties. These are goats. She told the sheriff they are not her goats. Sabrina Hanan is at NG 10A. She has a dozen or so horses. She has sheep. She is allegedly hiding other animals. She clearly has multiple animals and is soliciting herself as a non-profit and collecting donations for her animal hospital rehabilitation.

Debbie Newby volunteered to fill the vacancy and is available to answer questions that Board members may have for her. She is full-time. She has been on committees before the Election Committee and Finance Committee. Has not served on the Board in the past. She would be interested in helping with collecting dues.

Miriam Barker thank you for filling the holes on Dry Creek.

Jeff Nash: Why don't the roads past Capricorn get mag chloride? John says that they have not done it because of the low traffic on that road. That has just been our practice since John has been involved. Claudette suggests looking at adding that into our long-term road planning.

Michelle McCowen inquired last meeting about parcel NG 12B being subdivided and they were not approved. She wants to know if there has been any further information, and wants to confirm they are following the proper protocol. John said he drove by but could not see it from the road so he didn't know how we would address it. Michelle said so far they have the pink markers to divide property and since then they have had the electric marked a couple of times. She asked what some workers were

doing marking around her property line, they said it was for the neighbors and they have to dig and they have to make sure they aren't digging into any lines.
ACTION ITEM: John or Doug will contact to see where they are in the process and get an updated.

Note from Alicia: There was a lot here. Please relisten to ensure I interpreted these properly*
Andrew Field: When would be an appropriate time to make a comment on the issue of allocation to the higher roads getting more attention? He was on the original Board he would love to share when he feels that is an appropriate time. He has a few comments: 1) He has not been on the GLA Board for more than 20 years, and he is thankful for all of our service. 2) He has development experience and he approaches things from a legal obligation stand point. He is looking what anybody, particularly the GLA, in what they are legally obligated to do, he has thoroughly scrutinized the Articles of Incorporation and all Governing Documents and now where in there does it obligate for it to maintain any specific standards. The Road Standard begins by saying that landowners not Board members but landowners are responsible for the conditions of those roads. He lives at Hercules and Polaris. None of the documents he has found commit the GLA to maintain any particular standard for the roads or even even is contractually commented to maintain the road standards. Anything he could find, which was not in the governing docs, first go to residential, foot hill, mountain for maintenance and snow removal. As a business person he is asking what am I contractually obligated to do as a landowner vs. Board. In all caps it says this can be a 3 season, you will need a 4-wheel drive. As long as it is disclosed, it is not contractually obligated to maintain this road. If it was not disclosed that liability is on the seller, not the GLA. There is a signed copy of an August 1998 agreement where it has to do with the transfer of the ownership from church to the GLA. It says there that the church committed to bringing Gemini and Skyway up to the standard gravel road speculations if they sold those lots. His understanding that the GLA hired Standish to maintain the roads. He suggests that the owners of property up South and North have a problem with how those roads are being maintained, they should approach the Church to possibly be responsible for those roads due to their sale of that property up there.. If the GLA is contractually obligated to maintain the roads, but he has not seen that contractual obligation to maintain any road to any standard. **He is asking for the documentation where it shows that the GLA is contractually obligated to maintain these roads.** Tim asks for the documents that Andrew has for us to review. Andrew counters that he is saying it is an absence of documents not his documentation that he is looking for, but he is happy to share. He wants to see the documentation that we can provide showing that the GLA is responsible for the conditions of any roads.

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

4.1a. Special Meeting of the Board to consider selecting additional Board members as well as adding committee members. **Motion by Jewel** that we have our Special Meeting on May 9th at 7pm MT for the purpose of considering electing directors to the Board and that the cutoff to receive nomination by Tuesday May 7th by 5pm. **In Favor:** All in Favor. **Motion Carries.**

ACTION ITEM: Alicia will draft an Eblast to be sent to landowners by Wednesday, May 1st.

4.2 Ombudsman Reports - No Report

4.3 Treasurer's Report -*Secretary seat vacant. Report by Claudette and Jewel*

Tim feels that Legal fees are coming in very low. He has no way to see the Legal invoices nor the ATS invoices. He feels as a Board member this is our responsibility to see these reports. He would like to see that changed, but he is honoring how hard they are working but he is requesting this information.

Are the Legal fees correct? Jewel says that what she knows, the attorney's are behind in their billing because they don't invoice until the following month. Doug says that they are just now getting us invoices that they were doing when Alicia was still President, so they are likely low because they are still behind. Leslie suggests that we look into HOA / LOA specific software to be able to provide these records in a timely manner to all Board members.

Claudette reports that collections are going well, and she hopes to continue to bolster that effort.

NG 42B Ron Wartman: He has heard many times asking for documentation and bills. He does not understand why Director Brockett has not been provided these documents.

Motion made by Jewel to approve February and March 2024 and posted to the website. **In Favor:** Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Jewel Wieczorek, John Carp, Leslie Everett, Jack Sutton, Jaylyn Jenson, Scott Stromerowski **Opposed:** Tim. **Motion Carries.**

4.4 Secretary's Report - *Secretary seat vacant.*

Consent Agenda

Roads Committee approved motions for Board ratification:

1. To spend $14,250 on road maintenance in the North. Bid and scope of work reviewed. All proposed work is within budget. Unanimously approved.
2. To spend $300 for Randy Traucht to inspect all current culverts and create a separate bid for cleaning out clogged ones. Bid and scope of work reviewed. All proposed work is within budget. Unanimously approved.

Project Review Committee approved motions for Board ratification:

1. To approve the residential construction project for Alyssa and Richard Allen on Polaris Way, parcel SG 73, an undivided 20 acre lot. Unanimously approved.
2. To approve the use of Tim's invoice calculation program to verify project application fees and track the refund of bond fees at the end of the project. Unanimously approved.
3. To approve the modular home, septic, and small shed for Thomas Brumfield, parcel SG 34A2, a divided 2.4 ac. lot. Unanimously approved.

Community Property Committee approved motion for Board ratification:

1. To spend $700 for Greg Sheldon to do five mowings of the soccer field. Bid and scope of work reviewed. All proposed work is within budget. Unanimously approved.

Motion to approve Consent Agenda. **In Favor:** All **Motion Carries.**

ACTION ITEM: Upgrade Dropbox so the entire Board can be added to the PRC folder.

Committee Reports

Roads

6.1 John reports on how they are in the midst of spring maintenance for $14,000 for North. Walter Wusch met with Standish for South and has received a bid, but the committee has yet to review that. The goal is to get the South work done in May so we are ok with the schedule.

6.2 Last year the Roads Committee had a closed meeting discussing long-term planning and maintenance. The goal now is to have a closed meeting with just the committee to plan long-term funding for road work. They elected to have a closed meeting because it would be shorter and more productive. This information would then be provided at a public meeting for landowner feedback. Suggestion of inviting Andrew Fields to share his thought process at the closed meeting.

Project Review

7.1 There are several projects very close to being dried in state, but they are not ready to be brought forward quite yet. The committee should be able to review them at the next PRC meeting.

7.2 Aija-Mara Accatino at lot NG 36D speaks about concerns about congestion in the area where someone is building. He knocked on her door before the meeting. She is the immediate adjacent landowner. Board member says the garage was not even on the agenda. Typically when there is a various request, the neighbors are alerted to participate in the discussion, but that did not happen in this situation. The PRC is happening next week. If this project is far enough along it should be reviewed and followed this process, not just a signed variance.

Community Property

8.1 Update on quonset hut sale proposal. They did some more research and found out that the GLA is not responsible for the conditions of the water use. That has to be taken up by the buyer.

8.2 At this time there is no access to the quonset hut unless you use the road that goes over the property in question. A few options were discussed: James Koslik mentioned a boundary adjustment. That is the Storey's so the thought is to talk to the Storey's to see if they would adjust their property line and actually own the quonset hut and we would lease it from them. Second, we could sell the quonset hut to the buyer with a perpetual lease to use it. Third option would be to move the quonset hut up to the soccer fields.

Gov Documents Committee

9.1 Jaylyn and Leslie worked from the notes of the 2023 Road Committee to assist in editing the Road Standard and the next step for that document is to share it with the Board. There were some gaps from the 2023 Gov Docs Committee. Leslie has started the process of pulling some of these records and getting them updated.

Discussion of an increased rate of Emigrant Hall usage fee to $110 and cleaning deposit $100. Walter Wusch said that St. John's Church said they would reconsider having us in the future, but they cannot do Wednesdays.

Landowner Comment - None

Closed Session (9:38pm)

10.1 O'Connells. Recently we refunded their Project Application fees to openly state that we are not validating their application due to ownership debate. The last official communication was that we will not grant you a project application until you have proved ownership. They contested claiming the Board does not apply that to other applications. The GLA responded by saying most applications do not have contested ownership and due to the history we must verify history before proceeding. This leaves us that we can reassert a compliance violation. If we pursue it legally then they can counter sue, which would not be in our best interest.

10.2 Fowles. Legal representative has stopped responding.

10.3 Dawson. Legal representative has stopped responding and we are unable to get in touch with Dawson. Our option now is to have a legal conference. They paid their assessments today, April 30th. **Motion** by Alicia to authorize Seth to go to court to order a conference meeting with the Dawsons. Jack Seconded. **In Favor**: All. **Motion carries.**

ACTION ITEM: Doug will authorize Seth to proceed with court order for a conference with the Dawsons.

10.4 Scariano. Legal representation is no longer representing them and we have been unable to reach them. Claudette has been able to reach him via phone. The vacation rental is back on VRBO. **Motion** to have Seth send a notice that if he doesn't take action we will take legal action. **All in favor.**

10.5 Covington. Seth said he was not even aware of any active case with Judge Gilbert.

10.6 Gerald Dubiul. Scott or Jaylyn will reach out to him to retrieve files from him.

Adjournment (10:22pm)

Glastonbury Landowners Association | Board of Directors
DRAFT Meeting Minutes – Never Approved
May 22, 2024 – 7:00 PM
Join Via Zoom or Dial In
Call In: +1 720 707 2699 **Meeting ID:** 879 1933 7183 **Password:** 2023

Call to Order (7:07pm)

1.1 Board Members Present-

Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Tim Brockett, Jewel Wieczorek, John Carp, Leslie Everett, Jack Sutton, Jaylyn Jenson, Scott Stromerowski

1.2 Landowners Present-

Joe Bezotsky, Michelle McCowen, Ron Wartman, Tyson Wright, Miriam Barker, Aija-Mara Accatino, Newman Brovowski, Cristin Fowle

Approval of Meeting Minutes

None to review

Landowner Comment

Officers, Directors, Ombudsman(s) Reports

4.1 President's Report

President Nominations:

Online:	**In-Person:**	**Total:**
Tim: 3	Tim: 0	Tim: 3
Jaylyn: 2	Jaylyn: 7	Jaylyn:

Jaylyn is President

Vice-President Nominations:

Online:	**In-Person:**	**Total:**
Tim: 3	Tim: 0	Tim: 3
Leslie: 2	Leslie: 5	Leslie: 10

Leslie Everett is Vice President

Treasurer Nominations:

Tim Brockett

Online:	**In-Person:**
Tim: 3 Yes / 2 No	Tim: 0 Yes / 5 No
Total: 3 Yes / 7 No	

Motion fails. Seat remains vacant.

4.2 Treasurer's Report - *Secretary seat vacant. Report lead by Jewel*

4.2a Jewel addresses that were two new reports that Claudette included that we had not been looking at in the past, but ATS has been creating already for our use. Two new reports are: Collections Report. Profit and Loss Comparison of April 2023 to April 2024.

4.2b Comments lead by Claudette:

1) An issue with the way that checks were being processed via postmarked versus received. She has been using the date of receipt rather than the postmarked date. It saves time in the long run. From this point forward you can expect to see reports on time. Statements on time, etc.

2) Now that we have new officers. The bank signatories need to be updated.

4.2c Jewel addresses that the bank said that the Secretary is usually their most important signatory, but we do not have a Secretary so. Jewel suggests that the signatories be Jaylyn, Leslie, Claudette and herself, Jewel.

ACTION ITEM: Jewel will update signatories at Bank of the Rockies. **Leslie** will retrieve the corporate seal from Morgan.

.

Motion made by Alicia Roskind to remove anyone who is currently a signatory on the bank account and add Jaylyn Jensen, Leslie Everett, Claudetter Dirkers, Jewel Wieczorek. Jack Sutton seconds. All in favor.. **Motion Carries.**

4.2d Claudette urges that we get on collections so that we can make up for increasing costs without budgetary increases. We need to get on collections as soon as possible. She can assist but she needs help. Tim offered to help. Leslie suggests we take this up in Legal to create an action plan. Jaylyn suggests having a meeting next week to address this process and action plan. Those who want to attend may attend.

ACTION ITEM: Jaylyn will send an email to schedule a meeting for next week to discuss collections.

Motion made by Jack Sutton to approve April 2024 Financial Reports.. John Carp seconds. **In Favor:** Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Jewel Wieczorek, John Carp, Leslie Everett, Jack Sutton, Jaylyn Jenson, Scott Stromerowski **Not in Favor:** Tim Brockett **Motion Carries.**

4.4 Secretary's Report - *Secretary seat vacant.*

4.2 Ombudsman Reports - No Report

Committee Reports

Roads - John Carp

5.1 North roads are almost finished but the snow came so Standish will be returning to finish up Capricorn and Gemini Rd. After the snowstorm, all the roads were ini pretty good shape except for Venus. John has asked Standish for a bid to rework Venus.

5.2. South roads. We are over budget for the cost of South road maintenance. John felt the amount was high before after the storm, the Road Committee agreed that the amount that Standish bidded was appropriate. $21,000 over budget with $12,000 in donations of gravel.

Motion made by John Carp to approve the Road Committee proposal and bid by Standish of $68,000 in South, with the understanding that the Roads Committee evaluates all the roads with more detail in the future and use that information to protect and budget for the roads.

Discussion: John suggests not delaying the work because it is less expensive when the roads are wet rather than wait until summer. Scott explains that this approach is to do longer term maintenance as we do this work now. John explains that he thought we could spread it out, but after reviewing the work after the storm that it needs to be done now and not wait until fall. If we hadn't had the storm there may have been more review, but with where things are at, the Committee believes this is the best choice.

In Favor: Doug Gill, Alicia Roskind Dearing, Tim Brockett, Jewel Wieczorek, John Carp, Leslie Everett, Jack Sutton, Jaylyn Jenson, Scott Stromerowski **Abstain:** Claudette Dirkers **Motion Carries.**

5.3. Closed Roads Committee Long-Term Planning meeting will be on Friday, May 24th. It will be recorded. Their plan will then be presented to the Board.

Motion made by Jewel

Community Property - John Carp

6.1 Quonset Hut sale. They are looking at different options for the Quonset hut. One option is to move it altogether to make it easier to sell. The next step will be for the committee to get together with Joey Parker has agreed to look at that as well as James Koslik.

6.2 Joey Parker agreed to give market values for all 4 properties that GLA owns so that we can use those for balance sheet purposes. These will be provided to ATS to be added as assets to the balance sheet.

6.3 Soccer field maintenance. Sprinkler repair of a maximum of $300 to repair 3 of the 14 sprinkler lines. The Committee approved this expense. The other item is $400 for fertilizer for a pesticide and insecticide mix that kills the weeds but allows the grass to grow. Weed and feed pesticide.

Motion made by John Carp to approve a maximum of $300 to repair 3 of the 14 sprinkler lines on the soccer field. Jack seconded. **All in favor. Motion Carries.**

Motion made by John Carp to approve $400 for fertilizer for a pesticide and insecticide mix that kills the weeds but allows the grass to grow. Weed and feed pesticide. Jack seconded. **In favor:** Doug Gill, Alicia Roskind Dearing, Tim Brockett, Jewel Wieczorek, John Carp, Leslie Everett, Jack Sutton, Jaylyn Jenson, Scott Stromerowski **Opposed:** Claudette Dirkers, Alicia Roskind **Abstain:** Leslie Everett **Motion Carries.**

6.4 The committee is looking at doing another picnic, adding signage and adding a swing set in the future. The committee believes this will add value to the rec site for a small cost. He is just putting this forward for the future. Suggestion made to look on Craigslist for a free swing set. There may also be insurance issues. John spoke to our T Insurance company last year, and they said as long as you take all reasonable measures to make sure the equipment is of high quality and safety that we would be covered, but if the equipment itself is defective, we will be liable.

Gov Documents Committee - Leslie Everett

7.1 The Committee has completed the review of the Road Policy. That has moved back to the Road Committee for comments and suggestions.

7.2 The Committee is now moving onto reviewing the Conflict of Interest agreement.

7.3 The minutes for the April meeting are approved and are ready to be posted to the website.

Giving that this is a committee of two, there are limitations to working on the Master Plan. They have decided to focus on policies to realistically approach the goals of the committee.

Motion made by Leslie Everett to approval of fillable forms to be uploaded to the website to be used for Project Review Applications. John Carp seconded. All in Favor. **Motion Carries.**

ACTION ITEM: Post these forms to the website.

Motion made by Claudette Dirkers to add Alicia Roskind to the Election Committee. Jewel seconds. All in Favor. **Motion Carries.**

ACTION ITEM: **Alicia** will look at the schedule last year and her schedule and see if she could possibly chair it.

John discusses a fee for variances where a fee is imposed on each time someone must get an approval from a neighboring landowner. It is pointed out that it used to be a construction bond and this would ultimately not be revenue. Claudette suggests that we have some sort of checklist for variances that is a legally binding document where all the neighboring properties sign and agree to. This can be used as proof of approval year after year.

Project Review Approvals

Consent agenda will be voted on by line item.

1. Brozovsky NG 36-D garage project.

Motion made by John Carp to approve Newman Brozovsky's garage application and variance contingent upon the compilation and updating of the forms and correct fees are paid. Jewel seconds. All in Favor. **Motion Carries.**

2. Phillip Pickens NG 42-E accessory building.
3. Windorski SG 44 subdivision.
    a. This is an after-the-fact approval due to the fact that they had it approved by the county first and then got the GLA approval. His paperwork is up to date, and he would like to come back into compliance.

Motion made by John Carp to approve both Phillip Pickens and Windorsky's project applications. Jack seconded. All in favor. **Motion Carries.**

Landowner Comment

Adjournment (11:05pm)

Glastonbury Landowners Association | Board of Directors
DRAFT Meeting Minutes – Never Approved
Wednesday – June 26, 2024 – 7:00 PM
Join Via Zoom or Dial In
Call In: +1 720 707 2699 Meeting ID: 879 1933 7183 Password: 2023

Call to Order (7:05pm)

1.1 Board Members Present-

Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Tim Brockett, Jewel Wieczorek, John Carp, Jack Sutton, Jaylyn Jensen, President

1.2 Landowners Present-

Joe Bezotsky, Michelle McCowen, Christy Sones, Miriam Barker, Aija-Mara Accantino

Approval of Meeting Minutes

None to approve

Landowner Comment

Officers, Directors, Ombudsman(s) Reports

3.1 President's Report

Jaylyn Jensen reported that Leslie Everett has resigned her seat on the Board and as Chair of the Governing Documents Committee.

3.2 Vice President's Report

Claudette Dirkers was nominated and voted unanimously into the Vice President Position. Do we want to add who made/seconded the motion?

3.3 Treasurer's Report - *Treasurer's seat vacant. Report lead by Claudette & Jewel*

3.3a Claudette and Jewel have decided to work together on the Treasurer's responsibility.

3.3b Claudette reported~~s~~ that they are waiting on some loose ends from the PRC to get them information. She reported that ~~feels~~ things are on track. There are a lot of details, but she is confident in them. Between the end of May and now, a few people have paid fully, but those won't show up until the June Reports.

3.3c Jewel reports on the last customer balance. One person $1.78. She suggests that when a balance like this shows up that we tell ATS to write it off to keep them in compliance. Discussion on pros and cons, and an o~~O~~bjection from a few Board members. Board will continue to monitor in coming months. No action taken.

3.3d Petty cash. Jewel inquired~~s~~ whether ~~if~~ we would like to have a petty cash fund, which has not been used in 2 years.

Motion made by Alicia Roskind to dissolve the petty cash fund and deposit it into the bank account. Seconded by Claudette Dirkers. In Favor: All in favor. **Motion Carries.**

Motion made by Jewel Wieczorek to approve May 2024 Financial Statements. Seconded by Alicia Roskind Dearing. In Favor: Jaylyn Jensen, Doug Gill, Claudetter Dirkers, Jewel Wieczorek. Jack Sutton, Alicia Roskind Dearing, John Carp Opposed: Tim Brockett **Motion Carries.**

3.4 Secretary's Report - Seat vacant

3.5 Ombudsman Reports - No Report

Old Business

4.1 Data Management - Long Term Planning

4.2 Discuss HOA / LOA management or software

Ad-hoc committee has been formed to begin addressing these elements. Tim Brockett, Jack Sutton, Doug Gill, Alicia Roskind Dearing, Claudette Dirkers volunteered ~~would like~~ to be part of the committee.

ACTION ITEM: Jaylyn will create an email thread to schedule the committee meeting.

Committee Reports

5.1 Election - No chair

2nd Saturday in November is the traditional day for the Annual Meeting when the election results are announced. Discussion that planning for the elections needs to be started.

Motion made by Alicia Roskind Dearing to chair the Election Committee. Seconded by Doug Gill. All in Favor. **Motion Carries.**

5.2 Roads - John Carp

5.2a Spring r~~R~~oad work has been completed in both North and South.

5.2b The Board approved the expenditure ~~initially~~ of $60,000 for South road work. The final invoiced amount ~~work for South~~ was $67,861~~-~~. Walter Wuench has solicited ~~procured~~ several donations from Landowners, and once received the final ~~. So the actual~~ cost to the GLA is $55,000. Standish did some remedial work on Arcturus that he did not charge for, but he recommends more gravel on the initial part of Arcturus to help with wash boarding and potholing. This work would be an additional $5,700. John reported that it had been ~~-~~brought to the ~~that to the~~ Road committee for approval and it did not pass. John reported that he had driven~~drove~~ Arcturus a few days ago and he fel~~tels~~ the road was in excellent condition~~is excellent~~. The $5,700 in addition would be a preventative measure. South had a budget $46+ for this year, so with that expense the budget would be ~~that's~~ about $20,000 over the budget for this year. There is $70,000 left in the reserve fund for South. So anything over would need to come out of that budget. Once the checks are written, the reserved funds will need to be adjusted accordingly. No written commitments have been given from donors to ensure payment of donations. Jaylyn Jensen propose~~d~~s that we vote to approve to pay Standish the amount owed minus $12,000 of the expected donations. Claudette reports that donors in the past have paid in full when they said they would.

Tim Brockett noted~~believes~~ that there has been widening in the high South, but one person said that it was actually just cleaning up on the roadside. They are just blading out the weeds which makes it appear wider. Doug Gill feels that we should not be passing the burden on to landowners to maintain the platted roads. He believe~~d~~s it goes against the Bylaws to collect donations from landowners to fix platted roads. Jack Sutton clarifies that even though a road may look in good condition, the base can be the main issue making it a big issue quickly.

Motion made by John Carp to approve the Road Committee proposal and bid by Standish of $67,000 in South, with the understanding that some donations will be collected. No second.

Tim reports that there are potholes that are a few inches deep from the feet of snow this spring. There are potholes that are now two years old, according to Tim.

5.2c Mowing is typically done in mid-July. John expects that to be on time.

5.2d Knapweed flowerheads are forming.

5.2e Randy Trout said he would inspect the culverts. John said he has not been able to get to them yet, but expects to very soon.

5.2f T-posts on multiple roads have been knocked down, some with reflective materials.

5.2g Snow fencing has come down in several areas in North. Walter went up with Tim to Sagittarius and Tim did not bring up this issue.

5.2h Slanting on Sagittarius Parkway has been added to the list of agenda items for the next Road Committee

agenda.

Motion made by John Carp to approve to pay Standish the invoiced amount of $67,000 . Seconded by Jewel Wieczorek.
Discussion: Claudette Dirkers expressed that someone needs to follow-up with Walter immediately to get these donations.
In Favor: Jewel Wieczorek. Jack Sutton, Alicia Roskind Dearing, John Carp Opposed: Tim Brockett, Claudette Dirkers, Doug Gill, Jaylyn Jensen **Motion Fails.**

Motion made by Doug Gill to approve to pay Standish the invoiced amount of $67,000 in South minus $12,000 in donations. Seconded by Tim Brockett.
Discussion: Jaylyn Jensen saidys she would be willing to pay this bill up to half of what the expected donations are of $12,000. Jewel Wieczorek saidys the Board we needs to pay Standish in full for this work because it has already been completed, and that John should pressure Walter to get the donations. The invoice has only been in for 2-days, we have time to work out and approve the $12,000
In Favor: Tim Brockett, Doug Gill, Claudette Dirkers Opposed: Alicia Roskind Dearing, John Carp Opposed: Jewel Wieczorek, Alicia Roskind Dearing, Jaylyn Jensen Abstain: Jack Sutton. **Motion Fails.**

Motion made by Doug Gill to approve to pay Standish the invoiced amount of $67,000 in South minus $12,000 in donations. Seconded by Tim Brockett. No second.

Motion made by John Carp to approve to pay Standish $57,000 of the invoiced amount of $67,000. The remainder to will be paid upon receipt of donations of $10,000 or within 30 days regardless of reciept of donations, to bring the invoice paid in-full. The Board will pay the invoice the rest of the invoice within 30-days, regardless of receipt of donations. Seconded by Jewel Wieczorek.
Discussion: Jewel Wieczorek suggesteds that it not be contingent on the donations but that we have a time-limit that we will cover the rest within 30-days. Motion is amended to add a 30-dayadd 30-day guarantee. Doug believes that in 30-days we should revisit this so that the Board owns it.
In Favor: Alicia Roskind Dearing, Jewel Wieczorek, John Carp, Jack Sutton, Jaylyn Jensen Opposed: Tim Brockett, Doug Gill, Claudette Dirkers Abstain: Jack Sutton. **Motion Passes.**

5.2i North Invoice. It is well within budget. It was completed at $14,250. Roads are in good condition except for one spot on Capricorn, which Standish is addressing.

Motion made by John Carp to approve Standish's invoice of $14,250. Seconded by Jack Sutton.
All in favor. **Motion Passes.**

5.2j Long-Term Planning. Long-term planning meeting is planned to be sometime in July.

Project Review - John Carp

5.3 Approve Brozovsky NG 36-D garage project app

It was found to be a minor variance. John believes there is an over payment of his initial application. With that over payment he would only owe $90. The committee and all the members thoroughly reviewed what happened with this and think this is the appropriate amount.

Motion made by John Carp that the Board we approve the garage application and fee schedule depending on final determination and outstanding fees. Seconded by Jack Sutton.
Discussion: All neighbors agreed to variance. Tim Brockett disagrees with the PRC's decision to keep this as a minor variance. Tim says it was over 40 hours of Board work. This $50 variance means that Board members are being paid $1.25 per hour and we think we should value Board member time at a greater amount.
In Favor: Jewel Wieczorek, John Carp, Jack Sutton, Jaylyn Jensen, Tim Brockett, Doug Gill, Claudette Dirkers Abstain: Jack Sutton Abstain: Alicia Roskind Dearing **Motion Carries.**

5.3a Wheeler NG 37 project update

*I was able to take minutes on the discussion prior to this… please fill in.

Tim Brockett claims that back in 2008 PRC reviewed for this parcel. At this point it was just a bomb shelter on the property. One of the conditions that they put on this parcel is that the existing septic system was only to be used for emergency usage. Not to be used for anything else. Tim claims that there was a stipulation that in 2008 there were driveway restrictions on this parcel. Alyssa Allen should have information on this.

5.3b Windorski SG 46 driveway app update

John still has not received an updated preliminary application for this project. Jack Sutton drove up today and it's still the same. Just waiting on a driveway application at this time.

ACTION ITEM: John Carp will send another email to remind him.

5.3c Approve Ragsdale SG 49 project

They are building a second house there. They were going to put in a new septic system because there is not one. You may be able to see the roof from Leo, but the way they had it laid out it was into the hill. There was a jeep trail that was an easement for the neighbor to use and she plans on using that for the driveway. It's a modular home. Not a full basement. Just a crawlspace. It's allowed by the Covenants due to the size of the lot. John said all the setbacks are good and all fees are paid.

5.3d Approve Rushmeyer NG 42-D project app

John looked at his proposal onsite with him. He is putting in a home, a septic and a driveway. He has 6 acres and he is right in the middle of it. All of his setbacks are well within range.

Motion made by John Carp that we approve the Ragsdale and Rushmeyer projects contingent on receiving all the proper fees. Seconded by Jack Sutton. All in Favor. **Motion Carries.**

5.3e Review Wallace application vis-a-vis commercial projects.

The committee has not looked at this application yet because it was illegible. There was some online issues of it being a commercial projects. The committee has not worked with any commercial projects.

They are applying for a barn to have seasonal events (May - October). Max 30-40 people at events with a curfew at 10:30pm. All sound is restricted within the barn. Parking is provided on their property. They already have a "party" / vacation rental on a near-by road. Party buses go up and down the road often during the season. It's already caused a lot of road degradation. There is cobble stoning on the road due to increased traffic due to the vacation rental. Claudette Dirkers suggests that we inspect setbacks, noise factor, road impact. What kind of precedent will this set?

5.3f Machio NG - 22-B. Final inspection

Jack Sutton and John Carp went over there over the weekend and checked out~~checkout~~ the setbacks on his modular. There is no basement. He is hooking up his well and septic. Setbacks were ok. The only thing that he doesn't have a driveway application. He didn't realize he needs an application for that. When they are getting ready to start work on the driveway, he will put in an application for that. Claudette said their payment cleared a year ago.

ACTION ITEM: Jaylyn Jensen will upload the fillable forms on the website as soon as she can.

5.3e PRC Chair position

John is giving his 30-day notice as Chair for the PRC. He will remain on the committee, but he will not be able to continue on as a Chair.

ACTION ITEM: John Carp will send an email to the PRC letting them know about this 30-day notice and inquire if anyone is interested in chairing the committee.

Community Property - John Carp

5.4a Community property sales and valuations update

Joey Parker offered to help with any real estate issues and the committee took him up on that. He had someone at Small Dog Realty help him look at these. The agent at Small Dog is not a GLA resident. Lauren Dalzella came out to look at the property with John Carp and Jack Sutton. Both her and Joey had given the evaluation $350,000.

But when she saw in-person she raised to $3725,000. She evaluated all 3 properties.

Lauren is donating her time for the evaluations in hopes that if we do sell she would be the listing agent.

These evolutions can be used on our balance sheet now.

Someone is interested in buying one of the pieces of property for Arrowhead Schooling for teacher housing.

Would this community property fall within the GLA Covenants? Claudette says yes they would be, but they can apply to be taken out of the Covenants and the Board can vote to do that. Tim Brockett says that the Covenants do not apply to community property because the land that is under the legal jurisdiction of the appendices of the Covenants. They could build anything they wanted to there. Jewel Wieczorek questioned ~~wonders~~ how it may impact our taxes by listing these items on our balance sheet.

ACTION ITEM: Jewel will reach out to ATS about if these items being added to balance will impact our taxes.

Jack Sutton reviewed the high South and it would be pretty challenging to get access to that lot. John Carp would recommend that we use Lauren if we move forward with selling these lots. Claudette went to Cadastral and it is listed as Parcel 1 and Parcel 1 is listed in the Covenants. Board members will need time to review these evaluations and consider any tax implications.

5.4b Sprinkler repair

There are 7 sprinkler lines that go across the fields. Today when John Carp went by it, 2 lines of grass that are browned out. The entire field doesn't get the water. A guy came out and said that the reason those two lines aren't working due to rodents, etc. John Carp put out an estimate to fix this. He didn't hear back but would like to put it to the committee again for approval. Eventually these will impact the other lines. Invoiced amount of $1,500. That includes trenching, new conduit, new wires in the conduit, and hooking up control boxes into the main system. This would come out of our general fund. Powell said to preserve it is essential.

Motion made by John Carp for approval of expenditure of $1,500 to redo the wiring to fix these two sprinklers.
Discussion: The budget is $1,750 and most of that has already been dedicated to the sign and the picnic. ~~-~~This funding would be outside the budget and considered an emergency fund for the sprinklers. Last year the Community Property went $2,000 outside of budget.
~~The rest of the budget will be used for the sign and picnic.~~
In favor: Jack Sutton, John Carp Opposed: Alicia Roskind Dearing, Doug Gill, Claudette Dirkers, Jaylyn Jensen, Tim Brockett Abstain: Jewel Wieczorek. **Motion Fails**

5.4c Sign update

Still waiting on a final draft of the sign.

5.4d Picnic

The committee does want to have a picnic sometime in August.

Complaints - No Chair

5.5a Sabrina Hanan - Easement issue. Chris Desborough has put ~~The~~ rocks in~~rocks are in~~ the easement. John Carp says the justification for the rocks was sort of a decorative thing. They are still able to mow it. He mows it, if the boulders stay there and he mows it for 5 years, he can claim it as his per state law. John questioned~~-~~, even if it's an HOA easement. Jaylyn Jensen says she believes this would still apply by Montana State law. Claudette Dirkers believes it is a Covenant violation because it is an encroachment. She suggests that if we do nothing we are ignoring a Covenant violation.

Motion made by Tim Brockett makes a motion that we send the complainant~~complainee~~ a letter with a discussion of the removal of the rocks in the easement. All in Favor. **Motion Carries.**

ACTION ITEM: A letter will be drafted to be sent to Sabrina Hanan to address the removal of the rocks.

5.5b Lisa Bush - Goats. Jeff Nash said the Sheriff's were there last night due to 9 goats on his property. Jeff said that the horses and mules are also get out all the time. The horses are being neglected.

Motion made by Alicia Roskind Dearing to send a letter to Lisa Bush that she must put in / repair proper fencing to keep all her animals contained on her property. Covenant 4.02. Seconded by Jack.
Discussion: Do we want to ask her to contain them or remove them? Livestock cannot be nuisance for any reason.
All in favor. **Motion Passes.**

ACTION ITEMS: Letters will be drafted and sent to Lisa Bush informing her of Covenant violation.

6.1 Jaylyn Jensen proposes that we look into converting our savings accounts into a CD with better interest rate. Jaylyn Jensen has found a few that pay up to 5%. First Security in Bozeman offers 5% interest paid.
Tim Brocket suggests looking into Charles Schwab. They are backed by FDIC up to $250,000.

Landowner Comment

Landowner thanked the Board for their hard work and dedication.

Adjournment (11:26pm)

Glastonbury Landowners Association | Board of Directors
Draft Minutes – Never Approved
Wednesday – July 31, 2024 – 7:00 PM
Join Via Zoom or Dial In
Call In: +1 720 707 2699 **Meeting ID:** 879 1933 7183 **Password:** 2023

Call to Order (7:05pm)

1.1 Board Members Present-

Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Tim Brockett, Jewel Wieczorek, John Carp, Jaylyn Jensen, Jack Sutton, Scott Stomierowski

1.2 Landowners Present-

Joe Bezotsky, Michelle McCowen, Christy Sones, Ron Wartman, Olav Nordimann, Daniel O'Connell, Aija-Mara Accantino

Landowner Comment

Daniel O'Connell explains that they are trying to add a foundation to the cabin that has been left on their property by Scoyners. Daniel says that there has been no communication or legal filings from Scoyners and to remove it would be more money than to simply add a foundation. Doug explains that the PRC application was rejected and the fee was refunded because the Board needs proof of ownership. Proof of ownership has not been provided since this occurred. Doug said it shows in the Park County filing that Scoyners had a rebuttal to the lien put on the cabin claiming that he did indeed own it.

Approval of Meeting Minutes

Alicia Roskind Dearing has sent a draft of all minutes since January 2024 and shared them almost immediately after every meeting, so we have drafts for review and editing for all meetings this year except December 2023.

ACTION ITEM: Alicia will resend all minutes and recordings.

Officers, Directors, Ombudsman(s) Reports

3.1 President's Report - Jaylyn Jensen

Jaylyn Jensenhas been looking into liability insurance. Our telephone number is out and we cannot find the server for the number, so Jaylyn has been looking for other servers to port the number to in order to solve the issue. Jaylyn Jensen has done a little bit of website editing. She has started uploading some of the PRC forms.

3.2 Vice President's Report - Claudette Dirkers

Extended thanks to all the landowners who have joined us tonight and encourages them to volunteer on committees or possibly run for the Board.

3.3 Treasurer's Report - Report led by Claudette & Jewel. Assistant Treasurer - Claudette Dirkers

3.3a The profit & loss that was sent in the Eblast was not the right one, so it is missing information. It was simply an oversight.

3.3b The check detail that the Board receives gives us a total of $71,000. The P&L that was posted in the Eblast probably does have just this last month whereas it usually does have the full year. The deposit detail report that does go to the Board does not have the total of the profits of this month.

3.3c Negative balance on the customer balance summary. Jewel believes the subtotal is $91,000. That subtotal is only what is owing. Jewel Wieczoreksuggests to ATS to move that subtotal back under the owed column so it is clear that those people are in arrears.

ACTION ITEM: Claudette will respond to Andrea Sedlak's questions in regards to the June financial reports.

3.3d We have received four donations for gravel so far and we are awaiting 3 more donations. We have over $10,000 in donations so far. They are being processed as donations because the gravel is being put on community roads. It was decided and determined through legal means that this is how these should be processed and qualified. ATS.

3.3e Jaylyn is still interested in putting money into CDs and she is still researching the matter. So far she has also looked at a checking account that has a higher interest rate as well.

3.3f Jewel pointed out that BofR will match the 5% rate we have found by other banks.

3.3g Bank signatories are outdated so we need a new motion to update the signatories. Claudette Dirkers explains that the bank needs the meeting minutes with the changes. They want the changes described of who is being removed, what their positions were, and a list of who will be added and what their positions are and another cover letter with Jewel's signatures and one other Board member. They do not need a corporate seal.

Motion made by Alicia Roskind Dearing to approve the June 2024 Financials. Seconded by Jewel Wieczorek.

Discussion: Tim Brockett would like to see supporting bank statements to check that the information listed is accurate. Claudette said he does not have access.

In Favor: Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Jewel Wieczorek, John Carp, Jaylyn Jensen, Jack Sutton **Opposed:** Tim Brockett **Motion Carries.**

Motion made by Alicia Roskind Dearing to remove any previous bank signatories from the bank account except Jewel Wieczorek and add Jaylyn Jensen and Claudette Dirkers.

All In Favor. **Motion Passes**

ACTION ITEM: Jewel will go to the bank to provide the materials they need to add / remove officers.

3.4 Secretary's Report - Seat vacant - No Report

3.5 Ombudsman Reports - No Report

Committee Reports

5.1 Election - Alicia Roskind Dearing

Materials are not quite ready to review, but we are currently editing documents and everything is more than on time. The committee feels good about our timeline. We hope to send the Nomination Packet documents to the Board in the next few days for review and approval. We are slated to send out the Nomination Packet as soon as August 9th, but likely will not be shipped until the following week. This still gives us plenty of time to stay on track.

Debate in regards to Bylaw Article VI. D2. Debate on whether or not John Carp, Jewel Wieczorek, and Scott Stomierowski are eligible to run for an additional term or are they term limited. Jaylyn asked for Seth's opinion on this. He believes the key language here is the "elected 2-year term" language here. If you have not served two consecutive 2-year terms there are no restrictions. Seth said that ultimately it is the Board's discretion. Jaylyn Jensen points out that we don't define full term or discuss 1-year terms.

Specific statement from the Bylaws: "2. No Director may serve more than two consecutive elected 2-year terms. Directors who have served two consecutive elected 2-year terms are not eligible for re-

election until they are off the Board for one annual cycle. A partial term served for any reason shall not count as a full term unless the Director's time in office during the term exceeds 12 months."

It is pointed out that the last sentence would not apply to John, Jewel, and Scott because this pertains to a partial term.

ACTION ITEM: Jaylyn Jensen will reach out to Seth to get his legal council in writing on this matter. **Claudette** will ask Andrea if she has Seth's past legal council on this matter from the Governing Docs committee.

5.2 Roads - John Carp

6.1 Spring Road Work Update

6.1a Donations have started coming in. They are now above $10,000. The roads are in good condition so no further work is needed at this time.

6.2 Roadside Weed Mowing

6.2a Finished in the North a few days ago. An issue came up with grass clippings on the road. This happens every year. We've never had a complaint before, but this year there was a potential incident with motorcyclists. John Carp reached out to see if we can do anything about the clippings on the road in the future. Tim Brockett reported on the mowing in the South and said that it was partially done, but he expects that it will be completed quickly and on time. Claudette Dirkers reported that behind the guardrail on the North there is still a lot of knapweed and did not look finished. She is concerned if that does not get trimmed that it will cause issues in the winter.

6.3 Long Term Planning Meeting

6.3a That just looked at roads individually for fall planning. They looked at what would be normal maintenance and long-term maintenance. The committee did decide that the chip sealing in North is a priority so they are still waiting for a new bid for the 3.2 miles of asphalt North. They looked at various ways to fund the chip sealing. One way would be the potential sale of the quonset hut in North. The asphalt was a top priority. In the meeting they did go over Sagittarius and Gemini and as a result Walter Wunch agreed to look into these roads more in-depth from all perspectives: legal, liability, etc. Walter Wunch and Andrew Field do not have the "conflict of interest" that others might, so they have been tasked to look further into these roads.

6.4 Review road easement encroachment issues

6.4a This is in regards to the complaint from Sabrina Hanan about Chris Desborough's rocks in the easement. John spoke to him three weeks ago and Desborough agreed to remove the rocks, but now there are two more rocks in addition. Chris Desborough spoke to John Carp and said there are a number of easements with rocks and other things in the easement, and he thinks that Desborough will likely bring up these other "encroachments" in other areas. Claudette Dirkers points out in the Covenants state clearly that the easements are not only for foot traffic but for horse riding as well. Jack and Scott stated that there is plenty of room for horses to move easily through the area available. Scott says he believes you could likely drive a car through the area even with the rocks.

See Covenant 8.01b.

6.4b Due to Covenant 8.01b, we could potentially look at the rocks as landscaping and grant permission for keeping the rocks there. Scott suggests that we include a note, should we decide to denote this as landscaping, that if the Board needs these moved that he would remove them at their cost. Claudette points out that what if this starts a new precedent. According to Covenant 5.08, he is fine because it falls under a cottage industry.

ACTION ITEM: Jaylyn will draft a letter to send to Sabrina Hanan.

Project Review - John Carp

7.1 Nordemann NG 44 - D Garage project update

7.1a The committee did approve his garage, he has an existing driveway, and the garage will take the place of an existing shed. There are no utilities going into the building. It was a very clean cut approval. Ron Wartman said that they believe this is not just a garage and that he plans to operate his massage business out of that space. This is John's first hearing about any other than just a garage use. John doesn't know if someone is building a garage, if it is required to disclose what it is going to be used for.

Motion made by John Carp to approve Olav Nordemann. Jewel W seconded. All in favor. **Motion carries.**

7.2 Wallace Ng 53-C new project application - guest house

7.2a John Carp explains that there is an application for a new driveway. They want to do a circular driveway. Tim states that it says in the subdivision agreement that there can only be one entrance to the subdivision. Tim says this is binding on the land. He says that what they call a driveway is actually a subdivision road. Jack said that two driveways are already on this lot.

7.3 Kozlik NG 43 Family conveyance application

7.3a They are applying for a variance for a caregivers home for their parents.

7.4 Windorski SG 46 driveway app update.

7.4a No further work has been done on the driveway, but he still has not received the application on this.

7.5 Rushmeyer NG 42-D project update.

7.5 Rushmeyer broke ground about a month ago, but not much else has happened. He is having issues with a few things in the building process.

7.6 Makris SG 20-A Guest house application

7.6 Makris wants to have his drainfield at 15 ft, which would need a setback variance.

7.7 Committee chair status

7.7 John Carp has decided to stay on for now because no one else has stepped up, but he will only be able to continue to chair the meetings and try to keep the new projects current. The rest, sizable, stack of stuff piling up, he will not be able to address. Jack Sutton offered to help. Claudette Dirkers asked if a spreadsheet could be created to keep up with all of these projects, so that we can keep up with the financials.

ACTION ITEM: Jack will create a spreadsheet to put all these aspects together to be combined and refined.

Community Property - John Carp

8.1 Community property sales and valuations update

8.1a Valuation Update. We are still looking at whether or not to use Cadastral vs. market value. Looking at the balance sheet for any future purposes it would be better to look at market value. ATS has responded on whether or not these would have a tax implication for the Board, but it has not been reviewed yet. Cadastral is wildly different and pretty low, but the realtor gave us a much higher value. There are a few questions that must be answered to assess if they can be sold, if at all. The Road Committee may be looking into a loan in the future if no land is sold for the chip sealing in North, and these valuations may be helpful in securing that.

Motion made by John Carp that we utilize the property evaluation from Small Dog Reality as a basis for our property values on the balance sheets. Seconded by Tim Brocket. In Favor: Doug Gill, Alicia Roskind Dearing, Claudette Dirkers, Tim Brockett, John Carp, Jaylyn Jensen, Jack Sutton, Scott Stomierowski Abstain: Jewel Wieczorek **Motion carries**

8.1b Property sale. One view is that this property has an instinct value and we should save it for future use, and the other is that this is the highest value that it could possibly be and we should sell now. We will have to propose this to the community to see what the community feels.

Motion made by John Carp to use Lauren Dalzell at Small Dog Reality for the sale of property should it be passed by the landowners. No second. **Motion fails.**

8.2 Community picnic - Sept. 14

The committee has had a number of resignations and the other members are not very active, so it's mainly John Carp and Jack Sutton. Jack has been very helpful. They have selected the tentative date of September 14th, contingent on volunteers. Jewel, Jaylyn, Alicia (tentatively) said they would volunteer. A postcard will need to be sent out in advance.

8.3 Sprinkler repair

Instead of looking at the way the contractor suggested fixing it, they are looking at other options that would be much less expensive. They may be able to replace just some of it.

Complaints / Compliance - No Chair

9.1 Lisa Bush - Goats

We sent a letter to Lisa Bush about the goats. She did not respond. The goats appear to be gone, but this has not been confirmed. Jack Sutton and John Carp have not seen them. Claudette Dirkers has not seen them in two weeks.

Governing Documents - No Chair

New Business

11.1 Collections Update

Claudette Dirkers, Doug Gill and Tim Brockett are creating a system to tackle collections and create letters to be sent to people in arrears. The letter will include what they need to pay to come into compliance, and, if they do not, the next step will be a lien. The liens that Claudette and John McAlister registered in 2022 are still valid because they are 5-year liens, so we are actually pretty good for previous people that are in arrears. We are still about $91,000.

Jewel pointed out that there are 7 people that are ready for legal proceedings due to delinquency. Leslie put in a lot of time corresponding with David Nobel to get these files together and we should be working with the attorney to get these proceedings moving forward.

11.2 PRC Forms on Website

As Jaylyn Jensen started to put them on the website, she got to one that doesn't exist any more. Tim Brockett said we do not use those forms any longer, and we do not have a need for them. She does not remember how or when we decided not to use forms anymore. She wants to ensure this is accurate before we remove them from the website. Tim Brockett explains that a new form has been created that is a catch all for these forms now. Form J - Other Projects.

Landowner Comment - None

Adjournment (1:34pm)

Glastonbury Landowners Association | Board of Directors Minutes

Wednesday-December 4th, 2024 – 7:00 PM

Join Via Zoom or Dial-In

Call to Order (7:00 PM)

Board Members Present Virtually: Douglas Gill (President), Tim Brockett (Vice President), Claudette Dirkers (Treasurer), Joe Bezotsky, Stacy Horton, Jaylyn Jensen, Debbie Newby, Alicia Roskind-Dearing, Scott Stomierowski, Tyson Wright

Landowners Present Virtually: Aija-Mara Accatino, Miriam Barker, John Carp, Michelle McCowan, Morgan Squires, Linda Ulrich, Ron Wartman, Jewel Wieczorek

Landowner Open Floor Comments

There were no landowner opening comments.

Seating of New Board

Outgoing President, Jaylyn Jensen, called the meeting to order, thanked the departing directors and welcomed the newly elected directors who were then seated: Joe Bezotsky-NG, Stacy Horton-NG, Debbie Newby-SG, Scott Stomierowski-SG, Tyson Wright-NG.

Returning directors at the meeting were: Tim Brockett, Claudette Dirkers, Douglas Gill, Jaylyn Jensen, Alicia Roskind-Dearing.

Appointment of Officers

With ten Directors seated, Jaylyn Jensen moved forward with officer nominations. Douglas Gill was nominated and elected President with 6 yes, 2 no, and 2 abstentions.

Douglas Gill then assumed the gavel to conduct the remainder of the Board meeting.

Tim Brockett was nominated and elected Vice President. 6 yes, 4 no.

After the election for Vice President, Scott Stomierowski, Alicia Roskind-Dearing and then Jaylyn Jensen tendered their resignations from the Board. Scott dropped from the zoom call.

Claudette Dirkers was nominated and elected Treasurer. 6 yes, 1 abstention.

No nominations for Secretary.

Appointments of Committee Chairs and Members

Roads Committee: Tyson Wright was nominated and elected chair of the Roads Committee. The Board approved the following additional members of the Roads Committee: Joe Bezotsky, Tim Brockett, Claudette Dirkers, Doug Gill, Debbie Newby, John Carp, Alicia Dearing, Jaylyn Jensen.

Project Review Committee: No nominations for chair of Project Review Committee. Doug will reach out to 2024 PRC member Phil Pickens to see if he'd like the chairmanship. John Carp declined to stay on as chair in an interim capacity. The Board approved the following additional members of the PRC Committee: Tim Brockett, Doug Gill, John Carp, Tyson Wright, Alicia Dearing.

Governing Documents Committee: Tim Brockett accepted the nomination for chair of Governing Documents Committee. The Board approved the following members of the Governing Documents Committee: Claudette Dirkers, Debbie Newby, Alicia Roskind-Dearing.

Community Property Committee: John Carp was nominated and elected to chair the Community Property Committee. The Board approved the following additional members: Charlotte Mizzi, Jamie Rambo.

Elections Committee: Tim Brockett was nominated and elected to chair the Elections Committee. The Board approved the following additional committee members: Claudette Dirkers, Debbie Newby.

Legal Committee: By rule, Doug Gill and Claudette Dirkers will serve on the Legal Committee. The Board approved the following additional member: Tim Brockett.

Motion: *Motion to approve Doug Gill, Claudette Dirkers and Tim Brockett members of the Legal Committee with Doug as chairman made by Debbie Newby and seconded by Joe Bezotsky. Unanimous favor by voice vote. Motion passes.*

Compliance Committee: Joe Bezotsky was nominated and elected to chair the Compliance Committee. The Board approved the following additional members: Doug Gill.

Webmaster: Tim Brockett was nominated and elected to serve as official Webmaster.

New Business

GLA Board Meeting Schedule for 2025**:** It was proposed to hold Board Meetings on the 3rd Monday of the month, excepting holidays in which case they would be rescheduled.

GLA Budget for 2025: The Treasurer needs the budget finalized by the first week of January 2025.

Moment of Silence: Tim suggested, and the Board approved reinstating the Moment of Silence.

Landowner Closing Comments

Linda Ulrich (whose comments came at some point during the meeting; documenting them here): Linda urged the Board of Directors to consider placing a metal building on the Quonset hut property to encourage and facilitate community in-person get-togethers. She asked that we budget a small amount each year until we have enough funds to do so.

Debbie Newby: After hearing at the November 2024 Board Meeting that some directors were unaware and uninvolved in the delay/change in date to count the Annual Election votes, Debbie requested clarification and verification the directors shall act as a Board in all things by majority vote, as specified in Bylaws Article VI, paragraph B. Doug Gill confirmed this.

Adjournment - The meeting adjourned at 9:27 pm.

Minutes Taken by: Douglas Gill, Claudette Dirkers and Debbie Newby assisted.

Minutes Approved Date: December 17, 2024

Glastonbury Landowners Association
Board of Directors Minutes
Friday-December 20th, 2024 – 7:00 PM
Join Via Zoom or Dial In

Call to Order (7:00 PM)

Board Members Present Virtually: Douglas Gill (President), Tim Brockett (Vice President), Claudette Dirkers (Treasurer), Joe Bezotsky, Debbie Newby, Steve Anderson; Absent: Tyson Wright

Landowners Present Virtually: Miriam Barker, Alicia Roskind-Dearing, Linda Ulrich, Jewel Wieczorek

Landowner Open Floor Comments

1. Draft Budget

Treasurer Claudette Dirkers presented the 2025 draft GLA Budget. Road maintenance funds were increased by 10% over 2024 amounts, collection rates increased from 85% to 93%, and assessments were not increased. Budget savings were found in greater efficiency, reduced legal costs, and determining that an administrative assistant position could remain unfilled in 2025. Discussion followed, especially regarding the lack of Fall Maintenance and Grading in South Glastonbury this year. Director Tim Brockett explained SG did not receive normal Fall Grading and Maintenance due to exceeding the 2024 budgeted amount for SG Road Maintenance of $46,284 (actual SG Road Maintenance costs were $58,256). Director Debbie Newby advocated an increase in assessments to address the lack of normal 2024 Fall grading and maintenance in South Glastonbury, together with a 2025 budgeted amount of $51,500 that is less than actual costs in 2024.

Motion - Debbie Newby moved to allocate the $21,696 in Net Ordinary Income to Road Maintenance line items. President Douglas Gill did not call for a second.

Note: Net income cannot be spent, because it covers assessments that are not expected to be paid, so the motion was not seconded.

Eventually the board agreed to raise assessments by 3% and spread the extra income across all budget line items.

Motion – Claudette Dirkers moved to adapt the draft budget as is, increase assessments by 3% and communicate the results via an eblast and website posting. Tim

Brockett seconded the motion. Yes – Douglas Gill, Claudette Dirkers, Tim Brockett, Joe Bezotsky and Steve Anderson. Nay – Debbie Newby.

2. Approve Bank Signatories

Motion: Doug Gill motioned, and Tim Brockett seconded, to replace current bank signatories with President Doug Gill and Treasurer Claudette Dirkers. The motion passed unanimously via voice vote.

3. Service Charge for Quarterly Assessment Payments

The board discussed the escalating cost of mailing and processing quarterly payments; 125 landowners pay by quarter so four statements must be sent and processed for each recipient over the year. Accounting and Tax Solutions, our accounting firm, charges almost $1.00 per minute to process, print, stuff envelopes and mail landowner assessment payments. The estimated cost per landowner was $7.50 per statement.

Motion: Tim Brocket motioned, and Joe Bezotsky seconded, to charge a $5.00 processing fee to help defray the costs. The $5.00 quarterly service fee would only apply to landowners who paid quarterly and only to the quarters that statements were sent for. The motion passed unanimously.

4. Landowner Closing Comments

Linda Ulrich shared her experiences of living on a fixed income and sticking to a strict budget. She stated that she formally paid quarterly but would pay in full this January.

Adjournment - The meeting was adjourned at 9:06 pm.

Minutes Taken by: Tim Brockett; Claudette Dirkers and Debbie Newby assisted.

Minutes Approved Date: December ____, 2024

5. New Business – Email Motions

1) 12/08/24 - Claudette motioned and Tim seconded:

"I make a motion to have the above Christmas greeting to also include "Happy Holidays," for posting to the GLA Website, beginning as soon as possible and ending on January 2, 2025. Upon a second, I vote yes."

Yes votes (6): Claudette, Joe, Doug, Tim, Tyson, Debbie.
Motion passed unanimously.

2) 12/1/24 Debbie motioned, and Joe seconded:

"I MOVE to use the Gmail account titled infoglamontana@gmail.com to update the GLA Calendar.
Upon a second, I vote YES.
Yes votes (5): Debbie, Joe, Tim, Claudette, Doug. Did not vote (1): Tyson.
Motion passed.

3) 12/16/24 Doug motioned, and Tim seconded:

"I motion that seating Steve Anderson as a Director does not violate election bylaws, so upon Steve's acceptance to serve, the BOD should seat him as GLA Director from South for 2025/2026. Upon a second, I vote yes."
Yes votes (5): Doug, Tim, Debbie, Claudette, Joe. Did not vote (1): Tyson.
Motion passed.