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