

Glastonbury Landowners Association

Monday, September, 15, 2025 – 7:00 PM MDT

Zoom ID: 619 079 2223 Passcode: 2023 Call in: +1 720 707 2699

Board of Director's Agenda

1. Call to Order

Moment of Silence

Landowner Open Floor Comment

2. Approval of Minutes – August 18th Board of Directors Meeting Minutes approved 9/8/25 and posted on the GLA website.

3. Officer Reports

3.1 President's Report – Douglas Gill

3.1a. 2025 September Newsletter

3.1b. Sunwest Payment Portal

3.1 c. Candidates for the Board

3.2 Treasurer's Report – Claudette Dirkers

3.2 a. Overview / Financial Reports – August 2025

3.2 b. Real Estate Transfer Fee

3.2 c. 4th Quarter Assessment Mailing

3.3 Secretary's Report – Seat Vacant

4. Ombudsmen Reports

4.1 North Report – Linda Ulrich

4.2 South Report – Miriam Barker

5. Committee Reports

5.0 Roads – Chair – Seat Vacant

5.1 Safety Site Updates

5.2 Road Signs Update

5.3 Culvert Cleaning / Snow Fences

5.4 Fall Road Grading Approval

5.5 Snowplowing Contracts

5.6 Other

6.0 Project Review – Seat Vacant

6.1 Projects -

6.1 a. Bennett, Robert & Mary (SG 57-AC) Garage w/ Bonus Room

7.0 Community Property – John Carp – Chair

7.1 Picnic Report

8.0 Elections – Tim Brockett – Chair

8.1 Election Schedule

8.2 Ballot Vote and Mailing

9.0 Governing Docs – Tim Brockett – Chair

9.1 See above – 8.1

10.0 Compliance – Joe Bezotsky – Chair

10.1 Newby Complaint

11.0 Webmaster’s Report – Tim Brockett

11.1

12.0 New Business

Landowner Comment

Adjournment

Glastonbury Landowners Association | Board of Directors Minutes

Monday, September 15, 2025 – 7:00 pm to 9:00 pm

[Join Via Zoom](#) or Dial-In

Board Members Present Virtually: Douglas Gill (President), Tim Brockett (Vice President), Claudette Dirkers (Treasurer), Steve Anderson, Joe Bezotsky, Ryan Kinports, Debbie Newby, Tyson Wright

Landowners Present Virtually: Aija-Mara Accatino, Miriam Barker (SG Ombudsman), James and Leslie Everett,

Chris Farrar, Cristin Dhieux-Fowle, Haylee Hall, Kate Thorpe Kipkemoi, Nancy Lach, Scott Stomierowski, Jack Sutton, Linda Ulrich (NG Ombudsman), Ron Wartman, Jewel Wieczorek

1. Call to Order (7:04 pm)

Opening Announcement – President Doug Gill:

“This is Doug Gill, President of the GLA, on Monday, September 15th, Board of Directors meeting. Welcome, all landowners and directors alike to this Board of Directors meeting. The GLA is recording this meeting, and it is the only authorized recording of this meeting. I would like to begin tonight with a moment of silence.”

Moment of Silence

Landowner Comment Period

2. Approval of Meeting Minutes

The Board of Directors Meeting minutes from August 18, 2025, were approved by email vote on September 8, 2025, and posted on the GLA website. Doug thanked the team for getting that important task done.

3. Officers, Directors, Ombudsmen Reports

3.1 President’s Report – Doug Gill

3.1 a. 2025 September Newsletter: The newsletter was dispatched earlier this week. Another great effort that's a lot of work to publish, but we think it is worth the effort and expense to do it. It's important to try to keep the landowners as informed as possible.

On that note, Doug reminded everyone to mark your calendars for the GLA Annual Meeting on Saturday, November 15th, in-person at Emigrant Hall.

3.1 b. SunWest Payment Portal: SunWest has created an HOA service which is free to us as the Association and free to landowners to use just like a checking account. We can set up direct access to it on our website and each landowner would have their own personal account. SunWest provides personal security through their own private server. We can link up SunWest to our QuickBooks system with our accountants directly, as well. It's a great payment vehicle that will save time and money for landowners and the GLA. There are various payment options: ACH transfers are free; debit card charge is \$4.95; credit card payment is at 2.95%, lower than the 3.7% that PayPal charges. We do not have to close down anything else we are doing; this is a trial run.

Motion: Doug motioned, “That we set up a GLA account to receive payments from landowners, and that we initiate communication to the community that this is available, and that, we link it to our website, we give this a provisional run, see how well it works, and make sure it is as advertised. And then we can go from there.” Tim seconded.

Final vote tally:

Yes votes (6): Doug, Tim, Joe, Ryan, Tyson, Debbie, Claudette

Abstention (1): Steve **Motion**

carries

3.1 c. Candidates for the Board – One of our candidates submitted their nomination on time, but was not a recognized legal fiduciary representative of the property held in a trust, upon which the candidate was running. In order to run for the board, it is required that a Designation of Legal Fiduciary Representative form is filed with the GLA. Once the candidate was notified of the oversight, the candidate took care of it in a timely manner. The consensus was that this is one of those gray areas in the governing documents, and therefore, the candidate should remain on the ballot.

After further studying the governing documents, Claudette also commented that there are some contradictions surrounding the issue and it’s not entirely clear.

Motion: Doug motioned, “The candidate's candidacy should go forward, and that person should be an official nominee.” Steve seconded.

Unanimous voice vote.

Motion carries

3.2 Treasurer’s Report – Claudette Dirkers

3.2 a. Overview / Financial Reports – August 2025

#1. As of the end of August 2025, \$169,329.88 was collected for 2025 assessments. Since September 1st to this afternoon, we have brought in an additional \$7,157.84 between assessments and PR fees.

#2. \$192,074.40 was invoiced. Source for both is Profit & Loss Budget Performance – Cash Financial Reports January through August 2025

#3. The August 2025 Collections report shows that we are collecting more money than we are budgeted to spend for the first 9 months of the year. Our collection rate is 102.67% of the amount budgeted to date. We have collected 91.48% of 2025 land assessments and 90.85% of 2025 dwelling assessments.

#4. On August 31st, we had \$281,280.26 in the Bank of the Rockies. Total From the Balance Sheet Total Checking/Savings line.

#5. The amount of \$178,304.09 is in allocated Reserve Funds. (Have Balance Sheet handy). See line “Total 009 – Allocated Cash Reserves”

The August Balance Sheet shows the Lawsuit Fund at \$35,000. The \$5,000. transfer from Legal Reserves to the 2025 Legal Budget authorized by the Board in August should have been deducted from the fund rather than added to it.

On the P&L Budget Performance – Cash, January through August, line 1300 Legal Costs, documents \$7,807.50, and the budgeted amount as \$7,210, which is 108.29% of Budget. The Legal Budget should say, \$12,210, reflecting the \$5,000. transfer. So, the aforementioned Balance Sheet and P&L, both need to be adjusted accordingly. When the reports are revised by our accountant, I will send the reports to the board for review and approval by email vote.

#6. The Office of the Treasury was budgeted \$18,282.50 for 2025 for ATS services. We are happy to announce that nine months through our budget cycle we only used 49.9% of the funds allocated. We saved thousands of landowner dollars by efficiently assigning accounting work to ATS and handling laborintensive mailings by ourselves and with volunteers.

#7. As of August 31, 2025, the GLA total assets equaled 4 million and 3 thousand, six hundred and one dollars and 74 cents. (\$4,003,601.74)

#8. During the first week of October, when *4th quarter* GLA landowner assessment statements are are issued, the Treasurer will continue to administer and dispatch the assessment mailing as a money-saving endeavor for the Association.

#9. The total unallocated funds as of August 31 was \$21,978.74.

#10. The Board voted on February 18, 2025, to move \$35,000 out of unallocated to the cover the unprecedented snowplowing expenditures. In July, the Board moved \$7,500.00 to the SG Road Reserve Fund and a matching amount to the North Glastonbury Road Reserve Fund. A safety net of \$20,000.00 must be saved to cover any budget shortfalls caused by non-payment of 2025 assessments.

3.2 b. Real Estate Transfer Fee – On a regular basis, title companies send standardized forms asking if the GLA charges real estate transfer fees. A well-seasoned, active local real estate agent said it is common practice because there is a lot of detailed paperwork and time involved. He said that our Board should really consider this due to the fact that more and more people are moving into Glastonbury and we need to take care of our infrastructure – our roads, and people are building here. This flat fee does *not* impact assessments, and it is typically due at the closing of a real estate transaction.

Motion: Tim motioned: That the GLA adopt a real estate transfer fee of \$250 for every property that is sold from this day forward in Glastonbury. Doug seconded.

Final vote tally

Yes votes (7): Doug, Tim, Tyson, Claudette, Ryan, Joe, Debbie

Abstention (1): Steve

Motion carries

Our accounting firm, ATS, to be notified to set up a new line item in the GLA financial reports.

3.3 Secretary's Report – Seat Vacant

4. Ombudsmen Reports

4.1 a. North Report – Linda Ulrich: No report given

4.1 b. South Report – Miriam Barker: No report given

5.0 Committee Reports

5.1 Roads Committee – Seat Vacant

5.2 Safety Sites Update:

Upper Gemini Hill – Jace Quimby of Twisted Pine Excavating LLC, has completed the widening of Upper Gemini Hill for \$29,000. The approach to upper Gemini Hill was made less steep and part of the road has been broadened commensurate with GLA Road Standards. Additionally, an incorrectly built section of original road at the end of Caspari Way East, was relocated from a landowner's private property to the appropriate site. There is still work to be done on Gemini Hill, but that will have to wait until next year, if funds are available.

Sagittarius Skyway – We are waiting for confirmed dates from the contractor when he can begin the road widening project. Sagittarius Skyway has been professionally surveyed and the location of existing easement boundaries and property lines are verified. The cost of surveying will be deducted from the SG roadwidening contract.

5.3 Road Safety Signs: The Board and Road Committee approved the installation of 30 signposts and road safety signs for Glastonbury; 15 in NG and 15 in SG. This contract was awarded to Randy Traucht, who is currently mapping the locations for the electric company to mark underground cables before drilling postholes.

5.4 Culvert Cleaning / Snow fences: We have agreed on the amount \$7,000. for culvert cleaning, divided equally between NG and SG. It will be done on a Time and Materials contract and is scheduled to follow 2025 Fall Gravel Road Grading.

Snow fences will be on the Road Committee Agenda in November and will be a similar procedure to road signs and culvert cleaning.

5.5 Snowplowing Contracts: Snowplowing was briefly discussed at the last GLA Road Committee meeting. Three different contractors will be discussed at the next meeting. Competition yields better prices. The committee will draft, discuss and refine contracts for presentation to the Board of Directors.

5.6 Fall Grading: The 2025 GLA Road Policy stipulations, in stated order are that arterial roads are maintained first, followed by roadside ditches, filling potholes, and grading wash-boarded roads. In NG, the arterial roads are Capricorn Drive to Venus Way and Gemini at Capricorn to Orion Way; Arterial Roads in SG are Arcturus Drive to Sunshine Place, Hercules Road to Scorpio and Polaris Ways. The road committee discussed and agreed to spend \$20,000 on fall grading in NG and \$20,000. in SG, leaving \$12,000 for snowplowing for the last three months of 2025.

NG Note: The money that is left over in NG after the arterial roads are ditched, potholes filled and graded, will be split 50-50 between two other jobs. The first one will be the application of mag. chloride on Gemini Road from Capricorn Drive to junction at Orion Way. The other 50% will be for roadside ditching along paved Capricorn Drive.

SG Note: In SG, the situation is very similar. Arterial roads, which are the first mile of Arcturus Drive and the first 2.3 mile of Hercules Road, the most heavily-traveled roads in South Glastonbury. Once the ditches

are done, potholes filled, the severe wash-boarding graded out and smoothed down, we need to apply a lot of mag. chloride on those two arterial roads, contingent upon the amount of left over funds, to be split 50-50.

It is important for everyone to bear in mind that mag. chloride gets expensive at approximately \$7,000./mile.

Motion: Tim motioned: “That we amend the South Glastonbury Fall Road Grading Contract to reorder priorities. Filling potholes is number one, grading and washboards is number two and ditching, only as required. Upon a second, I vote yes. Joe seconded. Unanimous approval. **Motion carries**

Motion: Tim motioned, “That we approve the North Glastonbury contract as the road committee presented it. Upon a second, I vote yes.” Claudette seconded.

Unanimous approval.

Motion carries

Motion: Debbie motioned, “To amend the South Glastonbury contract to use the full remaining budgeted amount for road maintenance of \$25,782. towards the fall maintenance in 2025, as budgeted.” Tyson seconded.

Final vote tally:

Yes votes (3): Debbie, Tyson, Steve

No votes (5): Joe, Ryan, Claudette, Tim, Doug

Motion fails

Motion: Tim motioned, “That we approve the amended South Glastonbury Fall Road Grading Contract in the amount of \$20,000.” Joe seconded.

Final vote tally:

Yes votes (7): Tim, Joe, Ryan, Doug, Tyson, Steve, Claudette

No vote (1); Debbie

Motion carries

Motion: Tim motioned, “That the order of operations start with Sagittarius Skyway road widening, move onto South Glastonbury Fall Road Grading and North Glastonbury Fall Grading as the road committee requested. And, also sticking with the road committee’s recommendation that Steel Creek Construction perform all three operations.” Joe seconded.

Final vote tally:

Yes votes (7): Doug, Tim, Tyson, Joe, Claudette, Ryan, Steve

No vote (1): Debbie

Motion carries

For further information, here is a link to the 2025 GLA Road Policy:

<https://www.glamontana.org/downloads/2025RoadPolicy.pdf>

6.0 Project Review – Chair Pro Tem Doug Gill

6.1 Projects – Bennett, Robert & Mary (SG 57-AC, Lot 3): Final Approval of 2018 Residence

Motion: Tim motioned, “That the Board approve Mr. Bennett’s Final Project Approval request for his 2018 house.” Steve seconded.

Unanimous approval. **Motion carries**

Bennett, Robert & Mary (SG 57-AC, Lot 3): Garage with 2nd story bonus room.

Motion: Tim motioned, “To give preliminary approval for the Bennett garage with a bonus room.” Steve seconded.

Unanimous approval.

Motion carries

7.0 Community Property – Chair John Carp (absent without notice)

7.1 Picnic Report – Committee member and Director Ryan summarized the picnic saying that they ended up having about a 120 people in attendance, people flew through the food and overall, it was very pleasant.

8.0 Elections – Tim Brockett – Chair

8.1. Election Schedule: The GLA Election Calendar was reviewed. Nomination packets were sent by email and US Post, per the Bylaws, on July 10, ahead of schedule. The deadline for submitting nominations was August 31st at 5 PM (MDT).

8.2. Ballot Vote and Mailing: We are planning to send the GLA Election Ballot Packets to all landowners by US Post on September 19th, 2025, in accordance with the GLA Bylaws. There is a separate ballot packet for NG and a separate ballot for SG, each also has a ballot for the bylaws change vote. The ballot packets were a combined effort by the GLA Election & GovDocs Committees. Our President Doug Gill, brought the GLA Bylaws to the attention of our attorney, who added very precise and minor edits reflected on the bylaws’ changes ballot. All Directors received this final version for review.

Motion: Tim motioned that Election Ballot Packets that the election committee approved, be approved by the Board. Claudette seconded.

Unanimous voice vote.

Motion carries

The Election Ballot Packet mailing is scheduled for dispatch on September 19th; Claudette to assist with the postal mailing.

The complete 2025 Annual Election timeline may be viewed at:

<https://www.glamontana.org/minutes08.php>

Discussion ensued about periodically sending GLA Election Eblasts to let landowners know who the official candidates are, voting reminders with instructions, between now and the voting deadline on Monday, November 3rd at 5:00 PM (MST). Thus, a formal motion was presented:

Motion: Tim motioned that we have a minimum of 3 Eblasts dedicated to election coverage and outreach, getting out the vote. Joe seconded.

Unanimous approval.

Motion carries.

9.0 Governing Documents – Tim Brockett – Chair

9.1 Governing Docs: An explanation of the Bylaws' changes is in the Election Packet, as previously mentioned, accompanied with a corresponding ballot. The committee worked in concert to refine the language for the proposed bylaws' changes and finished well ahead of schedule.

The cover letter and content of the Bylaws' changes can be accessed here:

<https://glamontana.org/downloads/2025BylawEdits.pdf>

10.0 Compliance – Joe Bezotsky – Chair

10.1 Newby Complaint – Joe is working on a letter to the concerned party.

11.0 Webmaster – Tim Brockett

11.1 Tim Brockett stated that the new website was running well. The site has excellent use and landowner comments were consistently positive. A Former GLA Board Member complimented the thorough Project Review page and also took note of the ways in which the Board has changed: "The website's changed, the minutes have changed, the meetings have changed, and she saw that the whole process has changed – it's much more positive."

New Business – No new business

Landowner Comment Period

Adjournment – Doug thanked Directors for their hard work and landowners for their attendance and participation in tonight's meeting. The meeting was adjourned at 9:56 PM.

Closed Session – None

12. Finished Business

12.1 – Board Email Votes (August 18, 2025, to September 15, 2025)

1. September 7, 2025:

Claudette motioned: In the interest of informing our constituents in a timely manner, I make a motion to approve the *revised* Board of Directors meeting minutes from August 18, 2025, and post them on the GLA website. Upon a second, I vote yes. Tim seconded.

Final vote tally:

Yes votes (7): Claudette, Tim, Joe, Ryan, Doug, Steve, Tyson

No vote (1): Debbie

Motion carries

Minutes Taken by: Tim Brockett and Claudette Dirkers

Minutes Approved by email vote: October ___, 2025