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**BOARD OF DIRECTORS MEETING**

**Saturday, April 21, 2018**

**1:00 pm Wapiti Room**

- I. **Call to Order** – Conduct of Meetings (3 min.)
- II. **Approval of Agenda** (2 min.)
- III. **Property Owner Forum** (10 min.)
- IV. **Consent Agenda** (5 min.)
  - a. Meeting Minutes from March 17, 2018
  - b. Special Budget Meeting Minutes from March 24, 2018
  - c. E-Vote: *An electronic motion was made on March 20, 2018 by Jim McConnell and seconded by Cheryl Poage to authorize the CLRRA Vice President to work with Westwind to open a new Insured Cash Sweep (ICS) account with Alliance called Operating Reserves in the amount of \$150,000, said amount to be in the form of a cashier's check from Guaranty Bank. The motion passed unanimously. The ICS account is the perfect account for our Association as it provides FDIC protection, designates our operating reserves and remains liquid in case of emergency.*
  - d. E-Vote: *A motion was made on March 28, 2018 by Bryon Fessler and seconded by Steve Dirmeyer to transfer \$50,000 from Operating (Guaranty Bank) to Operating Reserves (Alliance Bank) and that this money be added to the existing \$150,000 in emergency operating funds that require Board motion to spend. The motion was approved unanimously.*
  - e. E-Vote: *A motion was made on April 10, 2018 by Bryon Fessler and seconded by Bob Chesnut that we accept the Community Association Management Services Agreement between CLRRA and Westwind Management Group, Inc. effective June 1, 2018 and continuing until May 31, 2020 for the base monthly fee of \$6,500. The motion passed unanimously.*
  - f. E-Vote: *A motion was made on April 12, 2018 by Bryon Fessler and seconded by Jim McConnell that we accept the First Addendum to the Community Association Consulting Agreement between CLRRA and Westwind Management Group, Inc. as it relates to the search and recruitment of a licensed Community Association Manager (CAM), with the term of the search to begin immediately and conclude within 60 days. Motion passed unanimously.*
  - g. E-Vote: *A motion was made on April 17, 2018 by Jim McConnell and seconded by Cheryl Poage to accept the cleaning contract proposal from Susan Martinez in the amount of \$560.00 per month which meets all the RFQ requirements with the contract to start once all paperwork and contracts have been signed. The motion passed unanimously.*
- V. **Officer's Reports** (20 min.)
  - a. President's Report
  - b. Treasurer's Report
  - c. Secretary's Report
- VI. **Other Reports** (10 min.)
  - a. Attorney Status Report
  - b. Manager's Report and Action Item Update
- VII. **Committee Reports** (10 min.)

--- **BREAK** (10 min.) ---
- VIII. **Unfinished Business** (30 min.)
  - a. FEMA Grant/Hazardous Fuels Reduction Project

- b. Deferred Maintenance
  - c. OHV Task Force: Bear Gulch Easement
  - d. Entrance Sign
  - e. Contracted Cleaning Services
  - f. Purchasing Policy
  - g. Memorial Shelter
  - h. Fire Pits and Open Fires
  - i. Slash Depot Update
- IX. **New Business** (15 min.)
- a. POS System/Sales Tax Items
  - b. Annual Mailing
  - c. FY2018-2019 Budget
  - d. Westwind Closing Fees
  - e. Craft Fair
  - f. Facilities Use Agreement
- X. **Reports and Correspondence** (10 min.)
- a. Violation Report
  - b. Work Order Report
  - c. Correspondence
    - i. Payment Plan ERRO
- XI. **Executive Session, “if needed”**
- XII. **Adjournment**

*Next Meeting: CLRRRA Board May 19, 2018, 1:00 pm*  
*Joint Boards May 19, 2018 10:00 am*  
*(Reminder: All Boards meet on the 3<sup>rd</sup> Saturday of the month)*