

CAMPGROUND OF THE ROCKIES ASSOCIATION

BOARD of DIRECTORS MEETING AGENDA

18 DECEMBER 2018 – 6:00 P.M. MST

Conference call number: 515-739-1451

Access Code: 889145#

Board Members Attending:

**Brandon Walker, Kristie Divinski, Joyce Derby, Mary Grove, Mark Wiseman
Caretakers: Jane and Tom Tingle**

Board Members Absent:

Loren Woods, John Hammon

Owners Attending:

Jay Tully	DSP 41
Kristi Yoho	C&S 46
Sandra Rodgers	C&S 27
Cindy/Patrick Leed	RGS 36-37
Reveria	S&N 297-298
Jim Gobby/Godvy	S&N 252-253
David Needham	S&N 283

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. INTRODUCTION OF BOARD MEMBERS
- D. MINUTES OF 27 NOVEMBER 2018
 - a. Approved by Brandon Walker, Mark Wiseman, Kristi Divinski
- E. OWNER COMMENTS (non-budget subjects)
 - a. Jay Tully reported owners received the email about the meeting earlier in day.
 - b. Brandon Walker responded all wanting to speak could do so at the end of the Board Meeting so any questions they had could be answered.
 - c. Reminded all full Board Meeting Schedule and Agenda is on website in Members section.
 - d. Contact Jane for login and password if they had not already signed up.
- F. CARETAKERS REPORT
 - 1. Worked in shop cleaning and organizing
 - 2. Put up Christmas decorations inside and outside
 - 3. Located electric meters for electric bill
 - 4. Order bins for nuts, bolts, etc. for organization in shop
 - 5. C&S Service Center frost-free water hydrant froze up – spent an afternoon defrosting it
 - 6. Reviewed property insurance papers for CORA – made suggestions of changes to policy to Brandon
 - 7. Met with Joyce for a day and set up her new laptop for QuickBooks, Collegiate Peaks banking, High Country banking, and Edward Jones Investments so she can monitor those accounts
 - 8. Loaded WORD, EXCEL and Power Point onto Joyce's laptop computer
 - 9. Along with setting up the wireless printer
 - 10. Welcomed five new lot owners to CORA
 - 11. Set up a spreadsheet for Amerigas billing to track propane usage
 - 12. Set up a spreadsheet for IREA billing to track electric usage
 - 13. Renewed Workamper News and received 6 mos free [saved \$49.50]
 - 14. Updated email address changes for CORA News

15. Received numerous phone calls from lot owners regarding the statements sent out 11/16/18
16. Received and responded to 352 emails
17. Followed up with new lot owners requesting deeds, transfer fees and contact sheets
18. Met with Joyce for a day to send out statements and letters on delinquent accounts.
19. Started cleaning off files in computer to free up space
20. Met with John Robinson regarding the WiFi system upgrade.
21. Reviewed Century Link bill after making changes to service in November

- **Savings to CORA this month**

- a. \$49.50 Take advantage of 6 mos. free offer for subscription
- b. \$116.69 savings or around \$1,400 year on Century Link phone bill

G. FACILITIES REPORT

- a. Culvert/Bridge
 - i. Tim (the water guy) sent notes on water shed information
 - ii. Mark will pick up topographical maps from Park County on Thursday
 - iii. Information is needed by engineer to calculate possible water volume
 - iv. Secretary note – Mark has an engineer who is volunteering his time
- b. Permits
 - i. Mark is planning to create a list of items requiring Park County and CORA permits
 - ii. Information is to assist owners BEFORE they invest time and money only to have construction stopped or forced to remove
- c. Clubhouse
 - i. Locksets purchased for clubhouse (locks do not have keys or are broken)
 - ii. Theft and other issues occurring late at night
 - iii. Proposed locking the clubhouse from 9:00 PM – 8:00 AM from November thru March
 1. Laundry and bathhouses to be kept open
 - iv. Jay Tully stated he uses freezer with permission on some weekends. Also some night owls may come down to use WIFI connections
 - v. Brandon requested this be held until New Business is discussed

H. TREASURER'S REPORT

- a. Insurance Policy - The Board spent 2 hours reviewing the policy as a group in private meeting.
 - i. Mark measured the clubhouse to verify dimensions.
 - ii. The clubhouse was undervalued and the manager house was insured as a trailer
 - iii. Agent was contacted to determine rates for \$1,000 and \$5,000 deductible
 1. Only \$1,500 cost variance between the deductible levels
 - iv. Suggest Financial and Facilities Committees have responsibility for Insurance policy review and make recommendation for changes
 1. Board members do not have historical knowledge of what is covered and why
 2. Board is not always aware of items being removed or added
 - v. Board approved to retain 1,000 deductible amounts. Brandon to sign and return.
- b. Delinquent Accounts
 - i. Delinquent accounts have been halved compared to November.
 - ii. 22-25 Lots totaling \$25,000 remain to be collected
- c. Treasurer Computer
 - i. A computer and wireless printer was purchased for \$550.
 - ii. Both are owned by CORA and remain with the Treasurer position
 - iii. Sensitive financial information and banking connections are on the computer and should not be on private computers
 - iv. Brandon asked if that meant we needed a computer for the Secretary as well

1. Mary has already donated smart sticks to hold Secretary and Financial and Budget Committee files. They will be stored in the office for safe keeping and for next member who takes on the roles.
2. No additional equipment will be purchased.

d. Porta Potty

- i. Caretakers report limited or no usage since several owners have rented their own
- ii. Board discussed whether to remove or leave remainder of winter season
 1. Mark asked for cost to keep it.
 2. Jane reported \$99.50 per month and 2 cleanouts per month. Last year's cost totaled over \$2,700
- iii. Board voted to leave Porta Potty for this year as they already committed to do so.
- iv. Board reminded all no Porta Potty rental will occur in future as it is a violation of Covenants

I. COMMITTEE REPORTS

J. OLD BUSINESS

a. Attorney response

- i. Strengthening of Rules and Regulation with specific action detailed
 1. Mark asked how we can change the rules
 2. Mary suggested getting the Rules and Regulation committee active again
 - a. Mary to contact members of prior committee to begin work
- ii. CORA must provide a safe and non-hostile work environment
- iii. Further discussions with Attorney and Board in private session

b. C&S Vandalism

- i. Destruction of signs has stopped
- ii. No additional bags of human feces found

K. NEW BUSINESS

a. Wifi

- i. John Robinson (S&N 142) has created a 4 year plan to upgrade CORA equipment
 1. The current equipment will not be supported after the next 4 years
 2. Estimated cost is \$10,000 – \$2,500 per year
 - a. Board discussed where to find funds
 - i. 1,000 is in the budget
 - ii. Tree Removal account will be used to fund as that was freed up by Tom taking on the job (Mark and Joyce seconded motion)
 1. Tree removal budget was \$5,000
 2. Chain saw \$500
 3. Computer/printer \$550
 4. QuickBook training
 5. Wifi equipment \$1,500
 - iii. Larry Boreggo (S&N 66/67) will host Picnic in the Clouds to raise funds for Wifi work
 - iv. Request to Social Committee in a fund raiser earlier in the season
 3. John has started at Windy Point and installed 2 routers at his own expense
 - a. Signal strength is good to S&N 197/198
 - b. John needs more people to test the load
 4. Next router will cover from S&N 197 to Service Center C
 5. RGS is will go in this Spring as they have no service

6. Jim asked about data rate. Explained rates drop in ½ at each router point. Requested South Park Bell and the Tower lease company be contacted to request additional support for CORA.
 - a. Brandon will contact Tower Company but does not expect much from it. Tower lease is locked in until 2030.
 7. Lew Wiengard was looking into fiber optics using the existing electric poles
 - a. Jane had estimates from company of over \$65,000 to allow use
 - b. No one has heard from him in some time
 8. Mary asked who else was working with John Robinson as backup/support was needed
 - a. No one has stepped forward to assist
 - b. Ask community for volunteers
 9. Jay, Mary, and several others have purchased their own Wifi access
- b. Board phone number
- i. Brandon investigated the options
 1. Google Voice appears to be the best option. He will meet with a friend who uses it to set up. This will allow Owners without internet access to call a single number to leave the Board a voice message.
- c. Schedule for next quarter Board Meetings decided: February 19, March 19, April 23
- i. Jay Tully requested a meeting reminder be sent each month in the email blast.
 - ii. Reminded all in attendance meeting times are posted on website and clubhouse but will add email blast
- d. Electric usage
- i. Jane started a spreadsheet to measure electric usage by 11 main electric meters at S&N and 11 in the lower campground. Electric use has soared.
 1. S&N is currently using more than double the amount of electric of the lower campground. All Service Centers are shut down there and only a few people are in.
 2. Jim reported historical problems with 'electric leak'. This occurs when underground wires develop breaks. CORA had to dig up some of the lines and replace them before.
 3. The investigation will have to be placed on the Facilities project list for this Spring.
 - ii. Clubhouse (See Facilities)
 1. There have been incidents in the past of people using the kitchen to store their food and the facilities for cooking and dining without cleaning up.
 2. Someone used the clubhouse to sleep, got sick without cleaning up, and stole an item this fall.
 3. Jay recommended a key code security system be installed. Discussion on expense and limited number of codes available.
 4. Others recommended a key card security system. They are expensive and unreliable.
 5. Brandon proposed this issue be tabled for further consideration as this would be impacting all owners for the actions of a few. If any more violations occur it will be addressed then.

L. ADJOURNMENT

- a. Meeting adjourned at 8:15 PM. Mark Wiseman motioned; Kristi Divinski and Brandon Walker 2nd.

Note: For the 3 minute open member forum, please send an email requesting time to speak, to include your name and lot number, at a minimum 2 days in advance to the scheduled meeting, to: manager.cora@gmail.com.