

CAMPGROUND OF THE ROCKIES ASSOCIATION

BOARD of DIRECTORS MEETING MINUTES

Conference Call: 515-606-5353 Access Code: 889145#

January 15, 2020 – 6:00 P.M.MST

Board Members:

Present: Mary Grove, Randall Whisenhunt, Joyce Derby, Carol Abbott, Patti O'Donnell

Owners:

Arlen & Anita Goertzen (Caretakers)
Pat O'Donnell DSP 3
Melisa & Buck Osten DSP 4
Marlene Jones SN 293
Georgianna Romero SN 154
Frederick & Sylvia Schooley DSP 7
Ric & Vickie Jefferies DSP 95
John Tidwell SN 19
John Hammon SN 3
Steve & Kim McClain DSP 76

A. CALL TO ORDER

a. Meeting was brought to order by Mary Grove at 6:00 pm.

B. PLEDGE OF ALLEGIANCE

a. The pledge of allegiance was given by Randall Whisenhunt

C. INTRODUCTION OF BOARD MEMBERS

a. Mary acknowledged each of the board members and their roles on the board.

b. Mary thanked everyone on the board for the specific tasks they have or are currently working on.

i. Ric Jefferies for working on the Insurance coverage

ii. Mark for his continual work on facilities

iii. Carol for taking lead on the hiring process of the Caretakers, relief Caretakers, and Workampers

iv. Randall for stepping in as VP but helping with facilities

D. MINUTES OF 12 December 2019

a. The minutes were approved as written by Randall Whisenhunt and seconded by Carol Abbott

E. CARETAKERS REPORT

a. Introduction of Interim Caretakers – Arlen and Anita Goertzen

i. Started at CORA January 5, 2020 and are originally from Kansas but come to CORA from Colorado Springs where they were working last. They have volunteered to be Interim Caretakers through April 15, 2020.

ii. Anita – has been training with Jasmin to learn the office responsibilities. She has been working on cleaning up computer files and emails, making rounds through CORA, have created new Hours of Operation since their days off will be Friday and Saturday.

iii. Arlen – has been training with Bruce to learn the facilities responsibilities. He has been making rounds, widening the roads and entrance way, cleaning snow and ice by gate, performing some repairs on the truck, and cleaning some snow away between the pool and facilities so there will be easier access to boiler room and pool for the pool renovations.

b. Hydrant repair

i. The repairs to the two hydrants are scheduled to be worked on during the last week of January.

c. Replacement Electric Meters

- i. Currently using 9 of the 15 new meters. As the weather cooperates Arlen will use a list to start changing out bad meters.

d. Relief Caretaker – Larry Haley

- i. Was hired January 16th and will start working immediately. He will be working on Friday and Saturday's during the off season.

F. FACILITIES REPORT

a. Boiler

- i. The boiler will be delivered on January 17th and installed by the following Tuesday.

b. Pool

- i. The pool renovations have been postponed until March.

c. Roof/Gutters

- i. There are some repairs that will need to be done on the roof/gutters the clubhouse restrooms. This spring once the snow and ice melts each of the buildings will be examined further for damage.

d. Other

- i. The backup generator is back up and running thanks to Chris
- ii. The emergency release on gate was located, tested, and is operational
- iii. The mechanical room is being cleaned
- iv. There are 2 cameras down which we are working on scheduling to get them fixed.
- v. The sewer plant – Velocity revived as much as possible when they are on site last year. Chris is not qualified to complete the electrical work needing to be done. The electrical work is going to cost \$23,000. Would like to have it done between now and April so it can be ready for the busy season.

G. TREASURER'S REPORT

a. Collections to date

- i. In December there was about \$8,000 of unpaid HOA/Electrical bills. With the calls by Joyce and Patti they are down to \$4,000. There is a good chance to have it down to \$0!

b. Vender Payments

- i. Monthly we are at about \$17,000 but the Ameri Gas bill hasn't been paid because it was not correct and supposedly, they are working on correcting the bill for CORA.

H. COMMITTEE R EPORTS

- a. No committee reports

I. OLD BUSINESS

a. Project List on web site – updated 1/10/2020

- i. The project list is on the CORA website for Owners to view. Two projects were added this week to list.
- ii. CORA needs to create manuals and documentation on the inner workings of CORA.

b. Accountants

- i. CORA has changed Accounting firms as of January. This was decided because of the reports not being accurate, inconsistencies, late fees not be charged correctly, etc.. The transition has been a little bumpy, but things will smooth out by the end of the month because the new company is reviewing the documents very thoroughly and ensuring everything is documented accurately.

c. Property Management Investigation– Randall

- i. The board is exploring a property management group. An initial meeting with HG Management took place with Mary and Randall. They did submit an initial proposal. There will be lots more

meetings which includes ongoing research to see if this would be beneficial for CORA. Working on arranging a meeting for owners.

d. Caretaker Search – Carol

- i. Started back in December by submitting adds on several online sites.
- ii. 15 applications were received with 4 chosen to proceed to the interview process. The board has completed 2 of the 4 interviews. The second phase will be asking the top candidates to join the board for an onsite interview in February.
- iii. The board is hoping to have new Caretakers hired and onsite by April 1st so that there is time for shadowing and cross training with the interim caretakers.

J. NEW BUSINESS

a. Insurance document requirements

- i. A requirement is to put manuals together
- ii. The board is working on and ensuring that everything they are working on is documented, saved, and uploaded to a Google drive for future boards

K. OWNER COMMENTS (non-budget subjects)

a. Kim McClain DSP 76

- i. It seems that preexisting issues keep coming back up. Why is that happening? (Randall) That's why the board is looking into a property management group which could take over several of the things the board does. Can better facilitate.
- ii. What if the owners don't agree? It would be a vote by the owners before anything is put into place.

b. Jay Talley DSP41

- i. Thanked Bruce & Jasmin for the work they did at CORA. If a management company is hired what about the Caretakers and the cost? Would the HOA dues go up? (Randall) All these items would be discussion items but encouraged everyone to keep an open mind. (Patti) It would reduce the time spent by board members because some are doing at least 20-30 hours a week. (Mary) Understands the concerns owners could have and by having HOA dues increase could have a detriment on those who have fixed incomes. The board is just gathering information to present to the owners for a future vote.

L. ADJOURNMENT

- a. Randall made the motion to adjourn the meeting and was seconded by Patti.