

CAMPGROUND OF THE ROCKIES ASSOCIATION

Annual Membership Meeting Agenda

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

September 4, 2021 – 10:00 A.M. MST

Conference call etiquette

Announce your name and lot number when you call in.

Mute your phone as background noise makes it difficult to hear the speaker.

Hold comments until the end of the meeting when the floor is open to Owner Comments.

Please email a copy of your statement to the Board after the meeting if your statement is long.

- A. Call To Order
- B. Pledge of Allegiance
- C. Introduction of Board Members
- D. Introduction of Accountant – Jay Dahl
- E. Verify if a Quorum is Present
 - a. 10% and/or 51 is necessary in accordance to the Bylaws Section 4.5 which includes proxies in voting process.
- F. Reading of the 2020 Annual Meeting Minutes (All members can obtain a copy)
 - a. Members asked if anyone wishes to make changes
 - b. Make a motion to approve the minutes or the amended minutes
- G. Introduction of Attorney – Rich Johnston
 - a. Explain ownership of lots and relationship with CORA
 - b. Explain importance of observing Covenants which are tied to Park County Regulations
 - c. Explain importance of observing Park County Land Use Regulations
- H. Introduction of Accountant – Jay Dahl
 - a. Financial Controls in place
 - b. Balance Sheet
 - c. P&L
 - d. P&L vs Budget
- I. Caretakers Report
 - a. Facilities Report – Year in Review (Alex De La Cova)
 - i. RGS Canyon Project
 - ii. Painting of S&N Service Center
 - iii. Maintenance Barn separation
 - iv. S&N electric pole identification
 - v. Ventilation in buildings

- vi. Fire Mitigation/Fire Wise Program
- vii. Roads and culverts
- viii. Gate implementation
 - 1. Reduction of theft of supplies, Illegal dumping, no thefts reported, the monitoring of owners usage
- b. Office Report – Year in Review (Patricia De La Cova)
 - i. File organization and procedures progress
 - ii. Tracking of supplies
 - iii. Increased cleaning
 - iv. Workampers
 - v. COVID-19
- J. Facilities Report – 1-year accomplishments (Carol Abbott)
 - a. RGS Canyon Project – what happens next
 - b. Fire Mitigation/Fire Wise Program
 - c. Water Augmentation Pond (fishing pond)
 - i. Owned by RORA
 - ii. Rules & Regulations
 - d. Rolling schedule for workkampers - proposed
 - e. Winter plans
 - i. Remodel of pool house bathrooms
- K. Treasurer’s Report – Joyce Derby
 - a. Reminder all P&L statements are available on website
 - b. Reserve Balance
- L. Committee Reports
 - a. Social – Carol Abbott
 - b. Finance (Reserve) – Mary Grove
 - c. Budget – increases in electric rates, unemployment insurance, minimum wage, sick leave, gas, materials, and supplies
- M. Old Business
 - a. Thank you to volunteers – Mark Schofield
 - b. Facility Audit progress - Alex
 - c. Project list
 - i. Job Descriptions and Employee Manual
 - ii. Performance review creation
 - iii. Safety Manual
 - iv. Board job descriptions
 - d. Reminders:
 - i. Park County crack down on building permits
 - 1. CORA response and WHY

2. Actions CORA may take to protect campground/non-profit status
- ii. Title and Realtor reporting requirements
 1. All violations or safety issues must be reported
 2. Policy of final meter reading review and violation mailing

N. New Business

- a. Reserve Budget – new this year. Proposed plan for 5-year outlook
 - b. Propane contract
 - c. New Conference call in number starting 9/15/21.
 - i. (202) 926-1160
 - d. Turn over to new Board and Committees. Past Board will provide support to New Board for 2-month period.
 - i. Annual meeting with Insurance broker to update maintenance/remodel and projects – scheduled October
 - ii. Reserve – schedule phone conference with Edward Jones
 - iii. Turnover computer and all contact information, user names, and passwords to Treasurer
 - iv. Budget worksheets and trend reports on smart stick in Office safe
 - v. Finance Committee – overview
- O. Owner Comments (non-budget subjects)
- a. Please state your name and lot number for the record
 - b. *If a member in good standing would like to make a statement they have to pre-register before the meeting starts. Each member will be allowed a maximum of 2 minutes.*
- P. Discuss the 2021-2022 Budget Proposal – 4% increase
- a. Allow 3 minutes per owner to speak on proposal
- Q. Announce Voting Results of New Board Members and Budget
- R. Adjournment