

CAMPGROUND OF THE ROCKIES ASSOCIATION

BOARD of DIRECTORS MEETING MINUTES

November 17, 2021 – 6:00 P.M.MST

Members who announced themselves:

- Care Taker Alex & Patricia
- CS 3 Shon Kuta
- CS 1 Mark Scofield
- SN 115 Ken & Cindy Pacheco
- DSP 41 Jay Talley
- DSP 3 Patti O'Donnell
- CS 33 Jeff Woodkins
- CS 30/31 Sam Lobb
- SN 14 Don & Susan Eccles
- CS 34 Rich Lofton
- CS 35 Skip Hasty
- CS 14 Carol & Tom Abbott
- DSP 1 Michele Carol
- SN 19/20 John Tidwell
- SN 14 Don & Susan Eccles
- CS 38&39 Don Olson
- DSP 67 John & Janice Allison
- CS 56 Ralph MacGee
- SN 164 DeSandro

A. CALL TO ORDER

- a. Meeting called to order at 6:04.

B. PLEDGE OF ALLEGIANCE

- a. The Pledge of Allegiance was done.

C. INTRODUCTION OF BOARD MEMBERS

- a. All board members present except for Ralph he was late

D. APPROVAL OF MINUTES OF October 10, 2021

- a. No outstanding comments on the minutes from October 10 Carol was going to review and then we will send them out this weekend.

E. CARETAKERS REPORT ALEX AND PATRICIA DE LA COVA

- a. Facilities
 - i. This month has been a busy month. We did start on the Remodeling of the Pool Bathhouse. We started in the Men's Restroom and have progressed to the restoration phase. Once the demolition was completed, we have completed the following restoration and preparations.
 1. Floor and Drain Repairs
 2. Shower Walls Preparations for tile
 3. Shower Floors Floated for tile
 4. New Ventilation System
 5. Wall repaired and dry walled preparations for tile
 6. ADA Toilet Area Sink Facilities including GFI Electric outlet
 7. Studs were added to better secure new Partitions
 8. Walls resurfacing with knock down technique
 9. Walls and ceiling have been painted
 10. We started the women's bathhouse this week and already have it closed until completion. The demolition portion is just about complete as of today. We are planning on calling for the removal of the dumpster on Friday. This will avoid any other charges for trash. As you may know we have a budget of \$20,000 to complete the Pool Bathhouse. In this current economy it has been challenging but we have been able to acquire some items for even less than we projected.

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We also designed a spreadsheet that provides transparency to the board but also allows us to project costs and reallocate funds to upgrade other items. The last piece on the Bathhouse would be expectations. We have been very lucky to be able to get supplies with the Help of Rich Lofton. Rich has been picking up supplies weekly from Home depot and bringing them to CORA. While he is here he has helped me tremendously with portions that require 2 people. I am expecting the Tile the first week of December and will require about 3 weeks to complete everything else in the Men's Restroom. Just as a reminder the bathroom up in Silverton Northern have been closed for the season. We currently have C&S Bathrooms for showers and bathroom facilities. Also in the clubhouse you do have access to the restrooms. Pool House bathroom remodel

11. SN Facility winterized

b. Office

i. Electrical and HOA billing update Electrical and HOA billing Notices:

1. All Electric invoices went out the week of the 13th through the 16th of Sept. with a due date of 09/30/21
2. HOA billings were sent out the 15th through the 17th of September. With a due date of 10/15/21.
3. On November 1st – 12th Late Payment invoices went out by email and USPS mailing.
4. Currently: As of this Morning, We have 71 Electric payments still due, 78 HOA Dues still owed and 3 payment arrangements that have not paid their second billing. All payments have been entered and there is currently no payments pending. The number of outstanding invoices per campground. Electric: CS=4, DSP=13, RGS=6, & SN=48. Dues: CS=6, DSP=13, RGS=7 & SN=52
5. If you are paying by credit card there is a 4% surcharge added to cover CORA's processing fee with our credit card company.

ii. Property sales

1. Property Sales have started to drop off overall for the winter. We do have 4 closings pending and are scheduled to close in December.
2. Taxes: Property taxes in Park County are due April 30th 2022. They do have a two installment plan available: First Payment is due February 28th and must be a minimum of 50% of taxes owed and the second installment is due by June 15th 2022.

iii. Vacation status (Thanksgiving office closure)

1. With the Holidays coming up we wanted to make sure everyone was aware that the office will be closed on Thanksgiving Day, Christmas Day and New Year's Day.

iv. Did you know – Clubhouse rental & reservation process

1. Did You Know: Lot Owners Can Rent out the Clubhouse! The clubhouse kitchen, apart from a reservation, is for CORA functions only. If lot owners wish to reserve the clubhouse for a one-day private occasion, the reservation must be made through the CORA Caretakers at least ten days in advance. Reservations will be made on a first come, first serve basis. A security deposit of \$75.00 will be required. The lot owner reserving the clubhouse must be present during the entire function and is responsible for the actions of their guests. The lot owner is responsible for cleaning the clubhouse after the function. The security deposit will be refunded if the clubhouse and equipment are left in satisfactory condition as determined by the CORA Caretakers. Reservations will be taken for Monday-Thursday only. The specified holidays are not available: Memorial Day weekend, July 4 and Labor Day weekend. If July 4 falls on a

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weekend, that weekend cannot be reserved. The swimming pool is not included in the reservation.

F. Treasurer's Report

- a. Outstanding Assessments Talked about outstanding payments; 71 Electric and 78 HOA payments late.
- b. Review of Utility expenses - get bills paid bills
- c. Review of P&L – Need to run the P&L report and it will be posted with the minutes.

G. FACILITIES REPORT

- a. RGS – Littlehorn project -- project not much going on Carol to touch base to see status.
- b. Firewise/Timberline -- we are up-to-date trees are getting cut. Have issues getting people to work, maybe next month there's only two guys. We have the certificate for receiving the grant.
- c. Ferrellgas Switch over -- Propane tanks in SN have been switched out. AmeriGas took some other tanks; they even took one of the tanks that was 60% full. Carol spoke of how hard it has been to work with AmeriGas. She found out we have two accounts; one for the propane and one for the dispenser account. Currently, they show CORA with an outstanding bill of \$765 which doesn't match the invoices we have.
- d. Clubhouse wood flooring – John was at the meeting and talked about the project. Clubhouse floor due to being maple means an inlay won't work. Thinking more of a stain they found a stencil with the logo it'll look good. It'll take about a week and a half. The finish is an oil based finish and the room needs to be at least 50°. Were told the temperature is kept at 65

H. COMMITTEE REPORTS

Roles and Rules of Committees

- **Committees act as advisors to the Board**
- **Committees cannot take independent action without Board approval/oversight**

- a. Social Committee -
- b. Finance Committee – Volunteers for next year
- c. Budget Committee - Volunteers for next year
- d. Compliance Committee
- e. Proposal for new Committee W.O.W. (Welcome To Our World)
 - a. Jay Talley DSP 41 submitting this proposal for your consideration to establish a New Committee at CORA. The objective is to Welcome New Owners to our Community. Help them feel comfortable with their new investment and educate them on Campground Operations. Attached to this proposal is a brief list of talking points to be discussed. This list can be revised, added to or points can be deleted as determined by the Board. I anticipate having three (3) meetings with new owners one each month (June, July & August). Depending on other activities I would like to schedule the W O W meetings two or three days prior to the board meetings such that the owners have a better understanding of the topics being discussed. To date I have two other lot owners willing to sit on the committee besides myself; Mark & Terri Sorenson DSP 43 and Mike Mitchusson DSP 80. Skip Hasty, Board Member at Large has volunteered to oversee the committee.
 - b. W.O.W. Committee Objectives:
 - i. Welcome new owners to our family. Help them feel comfortable and safe within our community.
 - ii. Briefly explain information provided in the New Owners Packet.
 - iii. Briefly explain CORA Covenants & Association documents.
 - iv. Provide information on where to get answers on specific questions. (CORA Board, Facilities, Caretakers)

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- v. Explain the importance of proper gate procedures.
- vi. Review important dates. (Board meetings, Annual meeting, Billing due Dates)
- vii. Discuss CORA Amenities, Coral, Tennis courts, Golf, Laundry, Showers & Restrooms, Dry Storage, Burn pit, Maintenance barn, Tools, Propane, Archery, Trails, Basketball, Volleyball, Kids playgrounds Etc.
- viii. Encourage Community involvement. (Meet & Greet Neighbors, Participate in Community activities, Volunteer on Committees)

f. Election & Ballot Reform Committee

- a. The status is that a first draft of voting procedures has been written. The committee is in the process of editing and making corrections. My hope is that we will be able to provide a complete draft early next year. That should allow the board time to review it and make necessary corrections. Carol Clark DSP100

I. OLD BUSINESS

- a. Board Meeting Minutes emailed to owners. Every month the minutes will be emailed and posted on the web site in the member's section.
- b. AmeriGas billing Status – talked about in the facilities section.

J. NEW BUSINESS

- a. Backhoe Lease – CORA has leased a backhoe. We did a 30-month lease at \$500 a month. At the end of the lease, we will have the option to buy for one dollar. A sell out for one dollar.
- b. Accountant Search – The board did a vote, and it was unanimous that we replace the accountant. We are presently looking for an accountant and gathering names of people to contact.
- c. Biography of the Caretakers and current board members have been requested and will be added to the website soon.

K. OWNER COMMENTS (non-budget subjects)

- Ralph asked how many members were in attendance. The number was around 16.
- There were no other comments other than to have a **Happy Thanksgiving**.

L. ADJOURNMENT

- a. Shon made a motion to adjourn Rich second ended the meeting was adjourned