

**Campground of the Rockies
Monthly Board Meeting
October 15, 2025**

1. Call to Order and Attendance @ 6:06 PM MST

- **Acting Chairman:** Shandel Winchell (At Large) opened the meeting. Shandel Winchell served as the acting chairman because President Michael Bell is on leave and Vice President Cody was absent due to last-minute work travel.
- **Board Members Present:**
 - Shandel Winchell - Acting Chairman, At Large
 - Xuewei Ren - Treasurer
 - Tom Paquette - Co-Treasurer
 - Suzi Bradbury - Secretary
- **Employees:** Terena - Office Coordinator
- Bill Chmielewski - Caretaker

Owners Attending via Zoom:

Doug Bradbury CS10
Jim Kelly DSP53
Jay Talley DSP41
Shawn Kuta CS3
John Tidwell DSP67

Judy Brown DSP50
Don Newton DSP85
Carrol Abbot CS14
Doris Rapp RGS17

2. Approval of Previous Minutes

- **Motion:** A motion was made by Suzi Bradbury and seconded by Tom Paquette to approve the minutes from **September 24th, 2025**.

Result: The minutes were **approved** by a unanimous "Aye" vote from the present board members.

3. Discussion of Meeting Format and Owner Comments

- **Meeting Format Change:** Shandel Winchell reported receiving an email from Carol Clark concerning the correct policies for holding meetings, prompting a review of the CCIOA laws, Articles of Incorporation, and bylaws. To address this, the **open floor for owner's comments was moved to the beginning of the meeting**. The parameters for owner comments include limiting remarks to approximately 2 minutes and keeping comments respectful and directed toward the board as a whole.

Owner Comments: The floor was opened for owner comments, questions, or concerns. **No comments or questions were offered by the owners**

4. Office Coordinator's Report - Terena Mann

Payments: Checks are coming in well, with approximately **80% of owners paid**. Owners writing checks, especially on behalf of others, are asked to include a **lot number** or invoice number for proper application of funds, with the lot number being the most helpful.

- **Late Fees:** The due date for payments is **November 1st**, after which late fees will begin to accrue. Payments sent through the mail will be accepted without a late fee if the envelope is **post-dated on or before November 1st**.
- **Winterization Reminder:** Owners were reminded to **winterize their campers** by unhooking water hoses and draining the water to prevent freeze damage.
- **Committees and Volunteering:** Terena highlighted several volunteer opportunities, reminding that a sign-up sheet is available in the lobby during the summer:
 - **Neighbors Helping Neighbors:** To assist members with tasks like lifting a propane tank or moving items.
 - **Social Committee:** Organizes events such as pancake breakfasts, donuts, and bingo night.
 - **Budget Committee** - Carol Abbot: Nothing yet
 - **Wi-Fi Committee:** Assists with installations, advises members on services, and networking.
 - **Financial Committee.**
 - **Cora Welcome Committee (WOW Committee):** To inform new owners about Cora's rules and procedures.
 - **Compliance Committee:** Helps monitor compliance with park, state, local, and county laws, as well as fire mitigation and rules/regulations.

5. Treasurer's Report - Xuewei Ren

- **Balance Sheet: As of September 30, 2025**

- The **collegiate bank** account, which collects dues and electricity payments, showed a significant change

• US Bank Operating Account	\$1,138.64
• Collegiate Peaks Bank - Operating	\$308,694.70
• High Country - Office Operating	\$1,710.37
• High Country Savings - Operating	\$21,866.91
• Collegiate Peaks CD	\$0.00
• Edward Jones Operating	\$37,625.69
• Edward Jones - Reserve Funds	\$476,350.58
• Total for Bank Accounts	\$932,650.83
• Total for Accounts Receivable	\$105,732.89
• Total for Current Assets	\$1,101,632.15
• Total for Other Current Assets	\$63,248.43
• Total for Fixed Assets	\$273,707.49
• Total Assets	\$1,375,339.64
• Total for Accounts Payable	\$1,799.06
• Total for Other Current Liabilities	\$34,600.38
• Total for Current Liabilities	\$36,399.44
• Total for Equity	\$1,338,940.20
• Total for Liabilities and Equity	\$1,375,339.64

- **Budget Review:**

- The **hourly payroll budget for the year is \$136,000.**

- The first month's expense for hourly payroll was **\$17,000.**

Concern: If spending continues at this rate, the board will likely **exceed the annual budget** for hourly payroll

6. Facilities Report - Bill Chmielewski

- **Facilities Work:** Efforts are focused on closing facilities for the winter.

- **S&N will be closing on the 20th.**
- Plans are to **redo the entire Midway pump station building**
- The sewer plant is operating effectively.
- Work has begun on repairing several dryers.

Resignation Announcement: Bill Chmielewski announced his intention to leave Cora for good around Thanksgiving time

- He will still cover Terena's time off, fix the Midway house, and handle the S&N water needs and have them taken care of before he leaves

Old Business:

- Fire mitigation grant status and next step. Michael Bell is gathering bids
- Ideas to increase revenue so we don't have to raise dues, such as providing services of tractor rental, propane pickup and delivery, water, garbage pickup, sewer dumps. Treasurer working on a fee structure.

New Business:

Maintain-X program to help streamline work orders, we're in a free "trial" period of the month of October.

Transition of Facilities from Michael to Cody

- Questions by owners:
- Carol Abbot - asked about getting the budget vs actuals by January
- Doris Rapp - asked if there is a portal to log into for text or email message to start a work order. It can be accessed by URL or QR code.

7. Adjournment

- A motion was made to adjourn the meeting by Tom Paquette
- The motion was seconded by Shandel

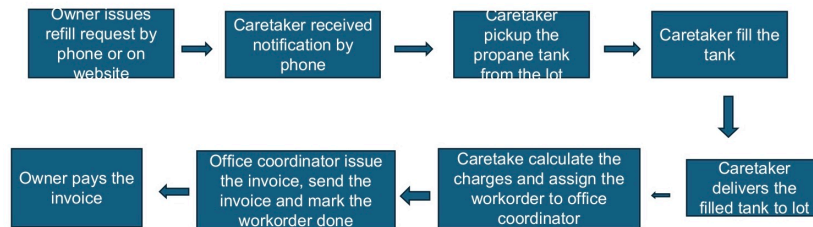
The motion to adjourn was **approved at 6:45 PM MST**

Suzi Bradbury
Cora Board Secretary

MaintainX

Keep all the work in CORA in Order

Propane Refill Workflow



Emergency Repair Workflow

